

Residential Application Form

For your application to be processed you must answer all questions (including the reverse side)



A. AGENT DETAILS

Reach Real Estate
214 Whitehorse Rd, Balwyn VIC 3103

Phone: 03 9836 8633
Fax: 03 9836 1833
Email: rental.balwyn@reachrealestate.com.au
Website: www.reachrealestate.com.au

Property Manager

B. PROPERTY DETAILS

1. What is the address of the property you would like to rent?

 Postcode

2. Property Rental?
\$ per week \$ per month \$ Bond

3. Lease commencement date?
 Day Month Year

4. Lease Term?
 Years Months

5. How many tenants will occupy the property?
 Adults Children Ages of children

C. PERSONAL DETAILS

6. Please give us your details.
 Mr Ms Miss Mrs Other

Given Name/s Surname

Date of Birth Driver's licence number

Driver's licence expiry date Driver's licence state

Passport number Passport country

Pension number (if applicable) Pension Type (if applicable)

7. Please provide your contact details.

Home phone number Mobile phone number

Work phone number Fax number

Email address

8. What is your current address?

 Postcode

D. UTILITY CONNECTIONS

on the move

A Free Service to connect your utilities. We will reduce your stress and save you time by arranging your utility connections. We will contact you within 2 hours.

ELECTRICITY / GAS / TELEPHONE / INTERNET / FOXTEL

TENANT'S INSURANCE
Ph: 1300 850 360 Fax: 1300 661 160

YES!! I would like **On The Move** to contact me.

WATER (standard connection with all applications)

Terms & Conditions - By ticking the box above, you are consenting to On The Move contacting you to arrange your services. On The Move may need to disclose personal information to utility companies to arrange your services. Please see On The Move's Privacy Policy at www.onthemove.com.au. On The Move and your Agent may receive a benefit for arranging your services. On The Move & your agent do not accept responsibility for any delay or failure to connect your services. Standard connection fees & bonds may apply.

E. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancies Agreement.

I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I authorise the Agent to obtain personal information from:

- (a) the owner or the Agent of my current or previous residence;
- (b) my personal referees and employer/s;
- (c) any record, listing or database of defaults by tenants such as NTD, TICA or TRA for the purpose of checking your tenancy history.

I am aware that I may access my personal information by contacting:

NTD: 1300 563 826
TICA: 1902 220 346
TRA: 02 9363 9244

If I default under a rental agreement, the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

I am aware that the Agent will use and disclose my personal information in order to:

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow organisations/tradespeople to contact me
- (d) lodge/claim/transfer to/from the Residential Tenancies Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)
- (g) complete a credit check with NTD (National Tenancies Database)
- (h) transfer water account details into my name

I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises.

I am aware that I may access personal information on the contact details above. I further acknowledge that my application may be subjected to a TICA search for verification and approval. TICA can be contacted on 1902 220 346.

I consent to the disclosure of this page of the application form to On The Move for the purpose of enabling On The Move to offer the connection and disconnection services to me. I consent to On The Move disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I acknowledge that neither On The Move nor the Agent accept any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure.

Signature

Print Name **Date**

F. APPLICANT HISTORY

9. How long have you lived at your current address?

Years Months

10. Why are you leaving this address?

11. Landlord/Agent details of this property (if applicable).

Name of landlord or agent

Landlord/agent's phone number Weekly rent paid \$

12. What was your previous residential address?

Postcode

13. How long did you live at this address?

Years Months

14. Landlord/Agent details of this property (if applicable).

Name of landlord or agent

Landlord/agent's phone number Weekly rent paid \$

Was bond refunded in full? YES NO If NO, why not?

G. EMPLOYMENT HISTORY

15. Please provide your employment details.

What is your occupation?

What is the nature of your employment?
(FULL-TIME / PART-TIME / CASUAL)

Employer's name (inc. accountant if self-employed or institution if a student)

Employer's address

Postcode

Contact name Phone number

Length of employment Years Months Net Income \$

16. Please provide your previous employment details.

Occupation

Employer's name

Length of employment Years Months Net Income \$

H. CONTACTS / REFERENCES

17. Please provide a contact in case of emergency.

Surname Given name/s

Relationship to you Phone number

18. Please provide two personal references (NOT RELATED TO YOU).

1. Surname Given name/s

Relationship to you Phone number

2. Surname Given name/s

Relationship to you Phone number

I. OTHER INFORMATION

19. Please provide details of any vehicles.

Registration number Make/model

20. Please provide details of any pets.

Breed/Type Council registration / number

1.

2.

**** PLEASE NOTE ****

*Initial payments must be made by cash, bank cheque or money order within 24 hours of approval of application. No Personal Cheques accepted.

*Keys will not be handed over until the lease agreement has been signed by all the applicants.

*This application is accepted subject to the availability of the property on the due date and no action shall be taken by the applicant against the landlord and the agent should any circumstances arise whereby the property is not available for occupation on the due date.

HOW DID YOU FIND OUT ABOUT THIS PROPERTY

The Age The Internet Local Paper

Board Counter List Relocation Company

Referral Other (please specify)

PLEASE PROVIDE US WITH 100 POINTS OF IDENTIFICATION

Driver's Licence	50	<input type="checkbox"/>
Passport	50	<input type="checkbox"/>
Proof of Age Card	50	<input type="checkbox"/>
Student ID Card	50	<input type="checkbox"/>
Copy of Mobile Phone Account	20	<input type="checkbox"/>
Copy of Medicare Card	20	<input type="checkbox"/>
Concession / Pension Card	10	<input type="checkbox"/>
Copy of Gas / Water / Electricity Account	30 each	<input type="checkbox"/>

NOTES