

RESIDENTIAL TENANCY APPLICATION

***If the information requested on this application
is not provided, we may not be able to process this application***



Speechley Property
517 George Street
SOUTH WINDSOR 2756
Phone: 02 4577 4699
Fax: 02 4577 6925
rentals@speechley.com.au

Privacy Disclosure Statement

We are an independently owned and operated business. We are bound by the National Privacy Principles (NPP). We collect personal information about you in this form to assess your application for residential tenancy. We may need to collect information about you from your previous landlords or letting agents, your current or previous employers and your referees. Your consent to us collecting this information is set out below. We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful, we may disclose your details to service providers relevant to the tenancy relationship, including maintenance contractors and owners insurers. We may also send personal information about you to the owners of any other properties at your request. You have the right to access personal information that we hold about you by contacting our Privacy Officer, Speechley Property, PO Box 5722, South Windsor, 2756. If you do not complete this form or do not sign the consent below then your application for residential tenancy may not be considered by the owner of the relevant property or, if considered, may be rejected.

I/we, the person(s) listed hereunder and signed below acknowledge that we have read the Privacy Disclosure Statement above and authorise Speechley Property to collect information about me/us from .

1. My/Our current and/or previous letting agents and/or landlords
2. My/Our personal referees provided by me/us in this application
3. My/our current and/or previous employers
4. Any tenancy database which may contain personal information about me/us. I/we also authorise Speechley Property to disclose details about any defaults by me/us during the tenancy to which this application relates to any tenancy database to which Speechley Property subscribes. I/we understand this may include but not limited to Tenancy Information Centre of Australia (TICA) and Trading Reference Australia (TRA)

Print Names of all applicants

Signatures of all applicants

Date _____

**Please ensure you provide ALL requested information,
otherwise your application may not be processed.**

1. Applicant must achieve a **MINIMUM** of **100 CHECK POINTS** (Must include a Drivers License, Photo ID or Passport)
2. Written reference from present/previous Landlord or Agent
3. Two personal references with day time telephone numbers.
4. If your rental reference is a Private Landlord, you must provide a rates notice from the Landlord for proof of ownership and a written reference.
5. If you are self employed you must provide information relevant to your business, such as business registration, proof of income and accountant.
6. If accepted for the applied premises, all of the initial payment **MUST** be made in **MONEY ORDER, BANK CHEQUE** or **BANK TRANSFER**. No personal or business cheques will be accepted.
7. All relevant parties must be present at the time of signing the lease.
8. We **DO NOT** accept bond transfers and we **DO NOT** give bond transfers.
9. If approved for the premises, all rental payments are to be made by **PERIODICAL PAYMENT**. Before signing the lease, the applicant must provide proof from their bank that a **PERIODICAL PAYMENT** has been set up to our Trust Account. Account details will be supplied upon approval of your application.

If you are unable to meet our 100 point criteria, please speak to our Property Manager

Office Use Only

<u>Identification</u>	<u>Points</u>	<u>Checked</u>
Rental Ledger / Last 4 Rent Receipts	50	
Drivers Licence	40	
Photo ID	30	
Passport	30	
Current Motor Vehicle Rego Papers	10	
Phone, Electricity or Gas Account showing address	10	C / A
Bank Statement showing address or Credit Card	10	
Copy of Birth Certificate	10	
Proof of Capacity to Pay Rent (eg Proof of Income)	Nil	COMPULSORY

Additional Notes: _____

Residential Application Form

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

A. AGENT DETAILS

Speechley Property

Address: 517 George Street, South Windsor NSW 2756
Phone Number: (02) 4577 4699
Fax Number: (02) 4577 6925
Email: rentals@speechley.com.au
Web: www.speechley.com.au

B. PROPERTY DETAILS

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

Postcode

2. What is the rent per week?

\$

3. Lease commencement date?

	Day		Month		Year
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4. Lease term?

	Years		Months
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5. How many occupants will occupy the property?

	Adults		Children
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	Names & Ages of Children

C. PERSONAL DETAILS

6. Please give us your details

Mr. Mrs. Ms. Miss. Other

Surname	Given Name/s

Date of Birth	Driver's license number

Driver's licence expiry date	Driver's licence state

Passport no.	Passport Country

Pension no. (if applicable)	Pensions type (if applicable)

7. Please provide your contact details

Home phone no.	Mobile phone no.

Work phone no.	Fax no.

Email address

8. What is your current address?

Postcode

D. UTILITY CONNECTIONS

This is a **FREE** service that connects all your utilities and other services. Direct Connect can help arrange for the connection or provision of the following utilities and other services:

Electricity Cleaners
Gas Insurance
Phone
Removalist
Internet
Truck or van hire
Pay TV



MAKES MOVING EASY

Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.



We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION:

- By signing this application, you:
1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
 2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
 3. Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
 4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
 5. Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
 6. Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature	Date

PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F: 1300 664 185. W: www.directconnect.com.au

Property Managers Name:

Application Sent to Direct Connect (If required)

E. 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/agent

Landlord/agents no.

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/agent

Landlord/agents phone no.

Weekly Rent Paid

\$

Was Bond refunded in full?

If not, why?

15. Please answer the following questions:

	Yes	No
Have you ever been evicted by any landlord/agent	<input type="checkbox"/>	<input type="checkbox"/>
Are you indebt to another landlord/agent	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been refused another property	<input type="checkbox"/>	<input type="checkbox"/>

F. EMPLOYMENT HISTORY**16. Please provide your employment details**

What is your occupation?

Employers name (inc. accountant if self employed or institution if student)

Employers address

Postcode

Contact name

Phone no.

Length of employment

| Years | Months

Net Income

\$

17. Please provide your previous employment details

Occupation?

Employers name

Length of employment

| Years | Months

Net Income

\$

G. CONTACTS/REFERENCES**18. Please provide contact in case of emergency**

Surname

Given name/s

Address

Postcode

Relationship to you

Phone no.

19. Please provide 2 personal references**1 related to you, 1 not related to you.**

1. Surname

Given name/s

Address

Postcode

Relationship to you

Phone no.

2. Surname

Given name/s

Address

Postcode

Relationship to you

Phone no.

20. Are you a member of the Australian Defence Force?

RAAF Army Navy

Rank

Location

Service Number

21. Please provide details of any pets

Breed/type

Council Registration/ Number

1.

2.

3.

22. Do you own a car or motorbike?

Yes/No Car/Motorbike

If yes:

Vehicle Registration No.

Make/Model

I. TENANT PASSWORD

Under the terms of the privacy act we are required to verify a persons identity before providing their personal information. As many of our tenants contact us by telephone to request information relating to their tenancy, we will require you to provide a unique password before any information will be provided. Please list a unique password, which you will use when you need to obtain information from us regarding your tenancy. (Minimum 4 digits)