

# RESIDENTIAL TENANCY APPLICATION

One application must be completed for each adult occupant. Please ensure you answer all questions, including the reverse side.

## 1 PROPERTY DETAILS

Address  Post code

Have you inspected the property? (Yes/No)  Do you accept the property in its current condition? (Yes/No)

Lease commencement date  /  /  Lease term (months)  Property rental  per week

Number of occupants Adults:  Children:  Ages  Do you smoke? (Yes/No)

Pets type/breed  Council registration no.

## 2 PERSONAL DETAILS, PRIMARY ID AND EMERGENCY CONTACT

Title  Name  Date of birth

Mobile number  Work/home number  Email

Driver's license or Passport No  State / Country of issue  Expiry

Emergency contact  Relationship to you  Phone no

## 3 EMPLOYMENT STATUS AND CURRENT INFORMATION

Employment status Employed  Unemployed or Pensioner  (skip to section 5) Student  (skip to section 6)

Employment type Full time  Part time  Casual  Self-employed  (please provide accountant details below)

Employer  Your position  for  Yrs  Mths

Income \$  per  Employer contact  Phone no

Accountant details (if self-employed)  Phone no

## 4 PREVIOUS EMPLOYMENT

Employment type Full time  Part time  Casual  Self-employed  (please provide accountant details below)

Employer  Your position  for  Yrs  Mths

Income \$  per  Employer contact  Phone no

Accountant details (if self-employed)  Phone no

## 5 SOCIAL SECURITY

Type  Income \$  per

## 6 STUDENT INFORMATION

Name of institution  Course

Enrolment no  Coordinator  Phone no

Source of income

## 7 YOUR CURRENT TENANCY

Current address  Post code

Leased  Owned  for  Years  Months (if owned please skip to section 9)

Rent amount paid \$  per  Reason for leaving

Agent / Landlord  Phone no

## 8 PREVIOUS TENANCY

Previous address  Post code

Leased  Owned  for  Years  Months (if owned please skip to section 10)

Rent amount paid \$  per  Reason for leaving

Agent / Landlord  Phone no

Bond refunded in full (Yes/No)  If NO, why?

### 9 PERSONAL REFEREES

Please provide two personal referees that are not family

Referee 1 name

Relationship to you

Phone number

Referee 2 name

Relationship to you

Phone number

### 10 OTHER INFORMATION

Applications pending on other properties? (Y/N)

Do you own or considering buying a property? (Y/N)

Has your current tenancy been terminated? (Y/N)

Have you ever been refused a rental property? (Y/N)

Are you in debt to another landlord or agent? (Y/N)

### 11 PROOF OF IDENTITY (100 POINTS REQUIRED)

Applicants must supply a minimum of two types of identification from the list below with a minimum of 100 points. ID must include at least 1 type of Photo ID plus ID that contains the applicant's current residential address and date of birth.

- Driver's Licence or Passport 50 points
- Proof of Age Card (Keypass) 50 points
- Student ID Card 50 points
- Bank statement 40 points
- Gas / Water / Electricity Bill 30 points each
- Mobile Phone bill 20 points
- Medicare Card 20 points
- Concession / Pension Card 10 points

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### IMPORTANT NOTES

Initial payments must be made within 24 hours of approval. No personal cheques or cash accepted for Rent or Bond. Method for rental payment is DEFT (online service with multiple payment options including BPay, Credit Card and Direct Debit). Keys will not be handed over until the lease agreement has been signed by all parties and first month rent and bond has been paid. 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.

### DECLARATION OF APPLICATION

I declare I have inspected the premises and 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 pursuant to the Residential Tenancies Act 1997. I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application is true and correct and given of my own free will and I accept that all verification activities, using my personal details will be conducted with full compliance under the federal Privacy Act. I am aware that the Agent will use and disclose my personal information during the tenancy (should it commence) and after the tenancy (only if required) 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 the National Tenancies Database [Phone 1300 563 826 - Email info@ntd.net.au] and (h) transfer water account details into my name.

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. I acknowledge if I default under a rental agreement, the Agent may disclose details of any such default to a tenancy default database, and to agents or landlords of properties I may apply for in the future. 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. By signing this application, unless I have opted out, I/we: Consent to the disclosure of information on this form to myconnect ABN 65 627 003 605 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.

I Acknowledge that I have read and understood this declaration.

Print name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_