



Please ensure all fields are completed so we can process your application promptly

Rental Property Details

Address: _____

 Postcode: _____

Rental Amount \$ Weekly \$ Monthly

Bond Amount \$ _____

Commencement Date: / / Term: yrs/ mths

Occupants who will reside at the property

Adults: Age/s: _____

Children: Age/s: _____

Pets - If yes, how many? Type/breed: _____

Council Reg no. _____

Applicant Details

Title: Family or Surname: _____

Given Name/s: _____

Marital Status: Date of Birth: / /

Home Ph: Work Ph: _____

Mobile Ph: Fax Ph: _____

Email address: _____

Driver's Licence No: State & Exp: _____

Pension No (if applicable): _____

Pension Type (if applicable): _____

Passport No: Country & Exp: _____

Own Motor Car: Yes / No

Car Make/Model: Car Rego: _____

Office Use Only

Date Deposit due: / / Rent/Bond Paid _____

Sign up date: / / Time am/pm

Utility Connection Service



A FREE utility connection service.

Please tick here, and myconnect will call you to help connect your Electricity, Gas, Water, Telephone and Internet services.

I would like to use myconnect to assist with the connection of utilities at my new property.

If this section is complete, I/we:

consent to the disclosure of information on this form to myconnect ABN 34121 892 331 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; acknowledge 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.

Current Address:

_____ Postcode: _____

Do you: Rent / Own _____

Length at this Address: years months

If Rented - Rent paid \$ per week

Name of Landlord/Agent: _____

Phone no. of Landlord/Agent: _____

Reason for Leaving: _____

Bond Received in Full: Yes / No _____

Previous Address:

_____ Postcode: _____

Do you: Rent / Own _____

Length at this Address: years months

If Rented - Rent Paid \$ per week

Name of Landlord/Agent: _____

Phone no. of Landlord/Agent: _____

Reason for Leaving: _____

Bond Received in Full: Yes / No _____

Please Provide Us With 100 Points of Identification

| | |
|---|-----------|
| Last 4 Rent Receipts / Rental Reference | 50 points |
| Drivers License / Passport / Proof of Age | 40 |
| Current Bank Statement | 30 |
| Current Employment Payslips | 20 |
| Current Motor Vehicle Registration Papers | 10 |
| Concession Card / Pension Card / Medicare | 10 |
| Copy of Gas/Water/Electricity/Phone Account | 10 each |

Employment Details**Current Employment Details:**

Full Time / Part Time / Casual

Position Held:

Term of Employment:

Income per Annum:

Business Name and Address :

Contact: Phone:

Self Employed: Yes / No ABN:

Business Type:

Accountant Name: Phone:

Solicitor Name: Phone:

Previous Employment Details:

Full Time / Part Time / Casual

Position Held:

Term of Employment:

Income per Annum:

Business Name and Address :

Contact: Phone:

Office Use Only

Landlord Name: Phone:

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 in to a Residential Tenancy 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, the tenant, accept the property in the condition it was in when inspected.

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

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow trades-people or equivalent organisations to contact me
- (d) lodge/claim/transfer to/from a Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)
- (g) complete a 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.

Signature: Date: / /

References**Personal Referees:**

1. Name: Ph:

Relation:

Occupation:

2. Name: Ph:

Relation:

Occupation:

Emergency Contact**Emergency Contact / Next of Kin:**

Name:

Relation to the Applicant:

Home Ph: Mobile Ph:

Address:

Please Note

Initial rental payment must be made by bank cheque or money order within 24 hours after approval of application. No personal cheques will be accepted. Bond must be paid separately by money order or bank cheque only payable to RTBA. Keys will not be handed over until the lease agreement has been signed by all applicants and first months rent and bond is paid in full.

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.

All applicants that are approved must accept to pay rent by using the agents direct deposit / bank cheque or money order and agree to all terms and conditions

How did you Find out About This Property?

- The Age The Internet Local Paper
 Board Counter List Relocation Company
 Referral Other: _____