

RESIDENTIAL TENANCY APPLICATION FORM



The Real Estate Institute of Victoria
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Please fully complete all pages of this form and email your application to megan@rpmrealestate.com.au

RENTAL PROPERTY

Address of property:

TENANCY REQUIREMENTS

Length of Tenancy: _____ months

Rent per week: \$ _____

Commencement Date: / /

APPLICANT DETAILS

Applicant 1

Mr Dr Mrs Ms Miss

Surname: _____

Given names: _____

Date of Birth: / /

Current address: _____

Home Ph: _____

Work Ph: _____

Mobile Ph: _____

Email: _____

Drivers Licence No: _____ State of Issue: _____

Passport No: _____ Country: _____

Pension No. _____ Type: _____

Applicant 2

Mr Dr Mrs Ms Miss

Surname: _____

Given names: _____

Date of Birth: / /

Current address: _____

Home Ph: _____

Work Ph: _____

Mobile Ph: _____

Email: _____

Drivers Licence No: _____ State of Issue: _____

Passport No: _____ Country: _____

Pension No. _____ Type: _____

OCCUPANCY DETAILS

Names and ages of those permanently residing at the property:

1: _____ 2: _____

3: _____ 4: _____

Details of any pets (please include information including breed, age and council registration number):

1: _____

2: _____

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CURRENT & PREVIOUS EMPLOYMENT

Applicant 1

Current Employer: _____

Contact Name: _____

Contact Ph: _____

Your Occupation: _____

Length of employment: _____

Nett Income \$ per week: _____

Previous Employer: _____

Contact Ph: _____

Length of employment: _____

Applicant 2

Current Employer: _____

Contact Name: _____

Contact Ph: _____

Your Occupation: _____

Length of employment: _____

Nett Income \$ per week: _____

Previous Employer: _____

Contact Ph: _____

Length of employment: _____

CURRENT & PREVIOUS RENTAL DETAILS

Current Landlord/Agent: _____

Contact Ph: _____

Current Rent \$ _____ per week

Duration at this address? _____

Previous Landlord/Agent: _____

Address: _____

Contact Ph: _____

Rent \$ _____ per week

Duration at this address? _____

Current Landlord/Agent: _____

Contact Ph: _____

Current Rent \$ _____ per week

Duration at this address? _____

Previous Landlord/Agent: _____

Address: _____

Contact Ph: _____

Rent \$ _____ per week

Duration at this address? _____

PERSONAL & BUSINESS REFERENCES (NOT RELATIVES)

Name: _____

Work Phone: _____

Occupation: _____

Name: _____

Work Phone: _____

Occupation: _____

Name: _____

Work Phone: _____

Occupation: _____

Name: _____

Work Phone: _____

Occupation: _____

EMERGENCY CONTACT DETAILS

Name: _____

Phone: _____

Relationship to you: _____

Address: _____

Name: _____

Phone: _____

Relationship to you: _____

Address: _____

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PAYMENT DETAILS

How will you pay your bond? Own funds Borrowed funds Ministry Housing
How will you pay your initial rent? Own funds Borrowed funds Ministry Housing
Personal cheques will not be accepted for the bond unless they have time to clear (5 full working days)

100 POINT CHECK

The application will not be processed until 100 points has been achieved by the applicant

Last 4 rent receipts (50 points)	<input type="checkbox"/>	Reference from owner/landlord (20 points)	<input type="checkbox"/>
Drivers license (50 points)	<input type="checkbox"/>	Copy birth certificate (10 points)	<input type="checkbox"/>
Photo ID (40 points)	<input type="checkbox"/>	Utility bills/bank statements (10 points)	<input type="checkbox"/>
Passport (40 points)	<input type="checkbox"/>	Current motor vehicle registration (10 points)	<input type="checkbox"/>

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 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 (all pages) 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:

1. The owner or Agent of my current or previous residence
2. My personal referees and employers
3. Any record, listing or database or defaults by tenants

If I default under a rental agreement, I agree that 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:

- Communicate with the owner and select a tenant
- Prepare lease/tenancy documents
- Allow tradespeople or equivalent organisations to contact me
- Lodge/claim/transfer to/from Bond Authority
- Refer to Tribunals/Courts and Statutory Authorities (where applicable)
- Refer to collection agents/lawyers (where applicable)

If accepted for this property, the Applicant/s agree NOT to use the property for any business or commercial use. I/we acknowledge that the inside of the premise are to be smoke free.

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.

The applicant acknowledges:

1. That the landlord's insurance will not cover the tenant's contents and it is advised that the tenant should obtain contents and public liability insurance.
2. That the terms and conditions were available at the time of applying and these form part of the tenancy agreement.
3. That upon being advised of approval of this application by the agent a legal tenancy agreement is created and if the tenants choose not to proceed, the agent will begin procedures to relet the property and may choose to recover costs incurred from the reletting as set down by the Residential Tenancies Act 1995.
4. That possession of the property will not take place until the tenancy agreement is signed by the applicant and a security bond and rent in advance is paid.
5. That unless agreed otherwise the tenant shall be liable for all water costs pertaining to the property.
6. That the landlord has the right to increase rent during the term of a fixed tenancy in accordance with the Residential Tenancy Act 1995
7. That the applicant agrees to pay rent via our NAB B-Pay System. Alternatively rent can be paid by internet transfer, personal cheque or money order.

Applicant 1 Signature:

Date

Applicant 2 Signature:

Date:

RESIDENTIAL TENANCY APPLICATION FORM



UTILITY CONNECTIONS

Moving home has never been easier

Connectnow is dedicated to helping you move home more easily. We can connect your utilities including electricity, gas, phone, internet and pay TV to a broad choice of leading providers. We can also organise your disconnections and offer a range of additional services, such as cleaning and food services, removalists and vehicle hire.

What's more, you pay no extra charges as a result of using the connectnow service. We will make all reasonable efforts to contact you within 1 working day of receiving this application to explain the details of the services offered. If we are unable to contact you within this period please call 1300 554 323 to ensure your services can be addressed by the required date.

DECLARATION AND EXECUTION/PRIVACY NOTICE: By signing this application and ticking the 'YES' box below, I: consent to the collection of my personal information by Connectnow Pty Ltd (ABN 79 097 398 662) ("connectnow") for the purposes of contacting me to talk about arranging the connection and disconnection of moving and utility services and related services and to inform me about other products and services that may compliment my home/lifestyle needs; consent to the disclosure by connectnow of my personal information contained in this application to other parties, including the relevant third party service providers, connectnow's related companies and third parties who provide connectnow with services in connection with the ordinary operation and administration of connectnow's business or where otherwise required or authorised by law; understand that protecting my privacy is important to connectnow and that I can obtain further details about how connectnow manages my personal information, including how I may access and seek correction of my personal information, how I may complain about a breach of my privacy and how connectnow will deal with that complaint, by viewing connectnow's Privacy Policy at www.connectnow.com.au or contacting their Privacy Officer at info@connectnow.com.au; understand that whilst connectnow is unlikely to disclose my personal information to recipients located overseas, connectnow is not responsible for the privacy practices of any third party service providers, and accordingly, I accept that it is my responsibility to check the privacy policies of the relevant service providers if I wish to obtain further information about how they manage personal information (including whether or not they are likely to disclose such information to overseas recipients); understand that my consent to receive such marketing materials will continue until I opt-out by contacting info@connectnow.com.au; understand that the connection and disconnection of moving and utility services and related services (collectively referred to as "the nominated services") will only be initiated once a connectnow representative has discussed the details with me and obtained my consent to the terms and conditions of supply of the relevant service providers; acknowledge that, to the extent permitted by law, neither connectnow nor my real estate agent accepts liability for loss caused by delay in, or failure to, connect and disconnect or provide the nominated services; acknowledge that the nominated services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated service providers bind me and that after hours connections may incur additional service fees from utility providers; authorise the obtaining of a National Metering Identifier or a Metering Installation Registration Number for my residential address to obtain supply details; understand that it is the responsibility of the customer/homeowner to ensure that the electricity main switch is in the 'Off Position' for the required timeframe on the day of connection of the nominated utility services and that there is easy access to the meters; understand that connectnow may be paid a fee by the service provider and may pay a fee to a real estate agent in respect of the provision of the services provided to me by connectnow. By signing this application form, I warrant that I am authorised to make this application and to provide the consents, acknowledgements and other undertakings set out in this application form on behalf of all applicants listed on this application form. Where I have nominated an alternative contact person on this application, I authorise connectnow to speak to them about my move and connection and disconnection needs if connectnow is unable to contact me directly.

Yes, I consent to connectnow contacting me to organise my move home services and other products and services to suit my home or lifestyle needs

connectnow.
We get things sorted.