

Tenancy Application



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PROPOSED TENANCY

Proposed Property:

Proposed Rent per week \$ per week

Proposed lease term (please tick) Six month Twelve months Proposed commencement date

How many tenants will occupy the property? Adults Children Ages

Will all occupants live their full time? Yes No

Do you own a Lawn Mower? Yes No

Are you a Smoker? Yes No Social

Do you have Pets: Yes No Breeds

Do you accept the property as viewed? Yes No

If your application is successful, are there any repairs you would like carried out before moving in?

YOUR CURRENT DETAILS

Mr Ms Miss Mrs Other

Surname Given Name/s

Driver's Licence Number

Driver's Licence Expiry Date

Driver's Licence State

Date of Birth

Vehicle Registration Number

Your Current Home Phone No.

Mobile Phone No.

Work Phone No.

Fax No.

Email Address

YOUR CURRENT ADDRESS

What Is Your Current Address?

Postcode

Are You The: Owner Tenant

How Long Have You Lived At Your Current Address?
 Years Months

Why Are You Leaving This Address?

Landlord / Agent Name

Landlord / Agent Phone No. Weekly Rent Paid

\$

CONTACTS / REFERENCES

Emergency Contact

Surname Given Name/s

Relationship To You Phone No.

Please Provide 2 Personal References (Not Related To You)

Surname Given Name/s

Relationship To You Phone No.

Surname Given Name/s

Relationship To You Phone No.

YOUR PREVIOUS ADDRESS

What Was Your Previous Residential Address?

Postcode

How Long Have You Lived At Your Current Address?
 Years Months

Why Are You Leaving This Address?

Landlord / Agent Name

Landlord / Agent Phone No. Weekly Rent Paid

\$

APPLICATION CHECKLIST

Please tick what is attached to your Application:

- | | |
|---|--|
| <input type="checkbox"/> Drivers Licence or Photo ID (compulsory) | <input type="checkbox"/> Bank Statement (compulsory) |
| <input type="checkbox"/> Medicare Card / Passport | <input type="checkbox"/> Birth Certificate |
| <input type="checkbox"/> Employed - Four (4) recent pay slips | <input type="checkbox"/> Rental Ledger |
| <input type="checkbox"/> Unemployed - Centrelink letter | <input type="checkbox"/> Self Employed - Recent tax return / Business Activity Statement (BAS) |
| <input type="checkbox"/> Owner - Rates Notice | <input type="checkbox"/> Other |

EMPLOYMENT HISTORY

Please provide your employment details?

What is your occupation?

What is the nature of your employment?

- Full Time Part Time Casual

Employer's Name (or Institution if you're a student)

Employer's Address

Postcode

Contact Name

Phone No.

Length of Employment

Years

Months

Net Weekly Income

IF SELF-EMPLOYED, PLEASE PROVIDE THE FOLLOWING

Company Name

ABN

Address

Postcode

If renting, Lessor / Agent

Accountant

Phone No.

NOTICE TO PROSPECTIVE TENANTS

The availability of telephone lines; internet services; analogue; digital or cable television (and adequacy of such devices); are the sole responsibility of the tenant(s) and tenants should make their own enquiries as to the availability and adequacy of such services before accepting the tenancy of the property. The landlord does not warrant that any telephone plugs, antenna and antenna sockets or other such points located in the property are serviceable or will otherwise meet the requirements of the tenant and tenants must rely upon their own enquiries.

FREE UTILITY CONNECTION SERVICE



MAKES MOVING EASY

Direct Connect can help arrange for the connection or provision of the following utilities and other services:

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

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:

- Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
- 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
- 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.
- Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
- 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.
- 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. www.directconnect.com.au

TERMS AND CONDITIONS

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. 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. 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 the Agent of my current or previous residence;
2. My personal referees and employer/s;
3. Any record, listing or database of defaults by tenants;

If I default under a rental agreement, the Agent may disclose details of any such default to tenancy default databases, and to agents/landlords of properties I may apply for in the future. I understand that this agent is a member of TICA and NTD tenancy default databases and that the Agent may conduct a reference check with these organisations. I authorise this agent to provide any information about me to these databases for the purpose of conducting the checks and acknowledge that such information may be kept and recorded by these organizations.

I will not hold any of the Tenancy Default Database providers or the Agent accountable for the inaccurate keying in of information and therefore delivering an incorrect search as I understand faults can be made within this process due to human error. I understand that technical failure can cause errors and I do not hold the Agent or Tenancy Default Database providers responsible for same.

I acknowledge that if I default on my tenancy or rental obligations I may be listed with the above tenancy default databases until such time as the problem giving rise to the listing is resolved to the satisfaction of the Agent. I also understand that the Agent may list me as an excellent tenant if my obligations during my tenure are fully compliant and are of a high standard.

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

1. communicate with the owner and select a tenant
2. prepare lease/tenancy documents
3. allow organisations/tradespeople to contact me
4. facilitate the sale of the property should it be placed on the market
5. lodge/claim/transfer to/from the Residential Tenancies Bond Authority
6. refer to Tribunals/Courts & Statutory Authorities (where applicable)
7. refer to collection agents/lawyers (where applicable)

I understand that I am under no obligation to sign this consent form, but that failure to do so may result in my application being refused. 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 may not provide me with the lease/tenancy of the premises. I am aware that I may access my personal information on the contact details above.

PRIVACY STATEMENT

The personal information you provide in this application or collected by us from other sources is necessary for us to verify your identity, to process and evaluate your application and to manage the tenancy. Personal information collected about you in this application and during the course of your tenancy, if your application is successful, may be disclosed for the purpose for which it was collected to other parties including the Landlord, referees, other agents and third party operators of tenancy reference databases. Information already held on these databases may also be disclosed to us and the Landlord. If you enter into a Residential Tenancy Agreement, and you fail to comply with your obligations under that Agreement, that fact and other relevant personal information collected during the course of your tenancy may also be disclosed to the Landlord, third party operators of tenancy reference databases and other agents. If you would like to access the personal information we hold about you, you may contact your Property Manager. You can also correct this information if it is inaccurate, incomplete or out of date. If the information required from you is not provided by you, we may not be able to process your application and manage your tenancy.

DEPOSIT AND INITIAL PAYMENTS

In accordance with the Residential Tenancy Act 2010, I acknowledge that the reservation fee referred to in this application is subject to the following conditions:

1. The applicant is required to pay a reservation fee equivalent to one week's rent to reserve the premises in favour of the applicant for a period of one week.
2. The property will not be let during the reservation period pending the making of a Residential Tenancy Agreement.
3. If the Landlord decides not to enter into the Residential Tenancy Agreement on the agreed terms for the residential premises concerned during the reservation period, the whole of the fee should be refunded.
4. Should the applicant advise they will not be going ahead then the owner may keep the whole of the fee.
5. During the reservation period, no fee will be taken from another applicant nor will the premises be reserved to another's favour.

Upon signing of the lease, the following amounts will be due and payable in the form of a cheque, money order or Electronic Funds Transfer (EFT). The tenant agrees to pay the charges before possession of the premises is granted.

Initial Holding Deposit (as at point 1):	1 week's rent
Bond:	4 week's rent
Advance Rent:	1 week's rent
Total:	6 week's rent

ACKNOWLEDGEMENT

By signing below, I hereby acknowledge that I have read and consent to the above.

Signature

Print Name

Date



ONE CALL WILL *save YOU time AND effort*

SERVICES WE *connect*



TO GET CONNECTED ASK YOUR LOCAL REAL ESTATE AGENT TO SEND US YOUR DETAILS

Call us on **1300 664 715** or visit **directconnect.com.au**

**DIRECT
CONNECT**
MAKES MOVING EASY