

# Ray White Mount Waverley

## Residential Tenancy Application Form



### A. Rental Property Address

Address:

Date inspected property:

#### 2. Preferred Commencement date

Day:

Month:

Year:

Term:

Rent payable for property: \$

per/week

*The monthly calander rental amount is calculated as per the Victorian Civil and Administrivate Tribunals instructions. The formula is: The weekly rental amount, divided by 7 days, multiplied by 365 days, divided by 12 months*

### B. Applicant Details

#### 3. Contact Details

Mr

Mrs

Ms

Dr

Other

First Name:

Last Name:

Mobile:

Work:

Email:

#### 4. Other Applicants Name: (All Applicants to reside at the property must be listed. Exc dependants)

1

2

3

4

#### 5. Number of People to Occupy

Adults:

Children:

Ages of Children:

Pets:

Yes

No

Number of Pets:

Types of pets:

#### 6. Identification

Date of Birth:

Age:

Drivers Licence No:

State:

Expiry Date:

Passport No:

Passport Issuing Country:

### C. Emergency Contact Details (Not residing with you)

Name:

Relationship:

Contact Number:

## D. Current Landlord/Agent/Home Owner

### 7. Current Address

Street:

Suburb:  Postcode:

How long have you lived at your current address:  Years  Months

Is this property:  Owned by you  Rented  Living with parents /relatives

### 8. If renting agent name:

Contact number:  Current rental amount: \$  per/week

Email:

Reason for leaving: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### 9. Details if home owner

This home is to be:  old  Renovated/Re-Building  Rented

#### Details of selling/leasing agent

Agent Name:

Work Number:  Mobile:

Does this property provide you with an additional income?  Yes  No

How long have you owned this home:

Reason for moving: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## E. Previous Landlord/Agent Details

10. Previous rental history (if current rental history is less than 2 year's old) Rent paid p/week: \$

Street:

Suburb:  Postcode:  State:

Time at Address: From:  To:

Name of landlord:

## E. Employment

### 11. Current Employer (Please attached two most recent payslips)

Employer Name:

Manager Name:

Employment Address:

Phone number

(for confirming income/employment status)

Annual net income:

\$

Employed since:

Full Time

Part Time

Casual

### 12. If self-employed

Company Name:

Company Address:

Accountant Name:

Phone:

ABN / ACN:

Do you intend to operate any part of your business from home:

Yes

No

### 13. Previous Employer (If employed less than 2 years)

Employers name:

Phone:

Annual income amount:

\$

Employment period:

Full Time

Part Time

Casual

## F. References

### 15. Professional References

Name:

Relationship:

Phone:

### 16. Personal References

Name:

Relationship:

Phone:

## Please Note:

If your application be successful, the Lease Agreement and Bond MUST be signed/paid within 24 hours of being accepted. The bond must be either a bank cheque or money order payable to the the RTBA. The property will remain advertised until this has been settled.

## SUPPORTING DOCUMENTS

100 points of ID required to be photocopied and attached to this application

40 pts Drivers Licence

40 pts Passport Photo page

20 pts Current photo ID

20 pts Current Payslip

20 pts Previous 2 rent receipts

20 pts Bank Statement (Not including Transaction History)

20 pts Medicare Card

20 pts Debit/Credit Card

## PRIVACY POLICY

The personal information you provide in this application or collected from other sources is necessary for the Agent to verify the Applicant's identity, to process and evaluate the application and to manage the tenancy. Personal information collected about the applicant in this application during the course of the tenancy if the applicant is successful may be disclosed for the Purpose of which it was collected to other parties including Landlords and their advisors, referees, other agents and third party operators of tenancy reference databases. "The owner and Agent may each use your personal information in connection with:

(a) their business, including in connection with:

(i) the purchase, development, sale and leasing of land, including the building:

(ii) the proposed sale of an interest in the Owner or Agent business:

(iii) raising finance in connection with the matters specified in paragraph

(iv) the management of the building and the Owners portfolio of land:

(v) internal reporting:

(vii) reporting to related entities, financiers and advisors; and

(b) the management and administration of the lease

(c) processing of application details through tenancy database.

The owner and Agent may disclose your personal information, they consider it is necessary to do so:

(a) if required by law; or

(b) to any one or more of the following

(i) their related entities:

(ii) persons in connection with a proposed sale of an interest in the Owners or agent's business (including purchasers of the building):

(vii) the Owner's corporation and, if relevant, the building management committee for the building

any of whom may be located outside Australia

(iii) contractors and service providers involved in the management and maintenance of the building or any works in connection with the building.

(v) professional advisors in connection with the lease, the premises or the building

(vi) the Owner's financiers:

(c) Tenancy Databases Your rights: You need not give the Agent any of the personal information it requests. However, without this information, the owner and agent may not be able to provide you with the service you require. You may request access at any time to personal information which the believe it is incorrect or out of date.

### PRIVACY ACT ACKNOWLEDGEMENT

I authorise you to give information to and obtain information from all credit providers and references named in this application.

I confirm that I have read and understand the Privacy Policy that the lessor/agent has made available to me.

I/we have been advised that a Consumer Affairs Booklet can be obtained from Office of Fair Trading or Rental Bond office.

Applicant Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Current Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_