

Tenancy Application Form

Please be advised that this application will only be processed once ALL details have been completed and all copies of all supporting documents attached. Each applicant must submit an individual form.

PROPERTY DETAILS

Address of Property.....
Second Preference.....
Preferred move in date...../...../.....
Lease term.....6 months 12 months or other
Rent per week \$.....

PERSONAL DETAILS

Title: Miss/Ms/Mrs/Mr/Dr/Other [please circle preference]

Given Name[s].....
Surname.....
Home phone.....Work.....
Mobile.....
Email.....
Date of Birth.....Age.....
Driver Licence No.....State.....
Alternate ID [eg: passport].....

➤ Emergency contact [someone not living with you].....

Contact number.....
Name/s & age of any person/s who will be living at the property
.....
.....

Do you own a lawn mower? Yes No If no, how will you maintain the lawn?.....

Are you a smoker? Yes No

VEHICLES

How many cars will be kept on the property.....

Are all cars registered? Yes No

Will there be any of the following kept at the property

trailer boat caravan van motorbike(s)

PETS

Type & number of pet(s).....

Breed & age of pet(s).....

Are the pet(s) are housed: inside outside or both

CURRENT ADDRESS:

Property Address.....
.....
Rent paid per week:\$.....Mortgage paid per week:\$.....
Length of time at current address

Are you in lease? Yes No

Reason for leaving.....

Name of Agent/Landlord.....

Contact phone number.....

Have you ever been in arrears? Yes No

Can you provide a current rental ledger/ or bank statement if owner?
Yes No

If not please give reason:

PREVIOUS ADDRESS:

Property address.....

Length of time at above address.....

Rent paid p/w \$.....Mortgage paid per week:\$.....

Name of Landlord / Agent.....

Contact phone number.....

Had you ever been in arrears? Yes No

Was your bond refunded in full? Yes No

Can you provide a current rental ledger/ or bank statement if owner?
Yes No

If not please give reason:

CURRENT EMPLOYMENT DETAILS

Occupation.....

Employer & Business
Name.....

How long have you been employed.....

Contact Name & Number
(payroll / manager).....

INCOME

Full time Part time Casual

Income per week (after tax) \$.....

Income from other sources \$.....

Centrelink payments fortnightly \$.....

Please attach statement

SELF EMPLOYMENT DETAILS

Accountants' name.....

Company name.....

Business type.....

Business address.....

ABN.....

Income per week (after tax) \$.....

PREVIOUS EMPLOYMENT (IF CURRENT EMPLOYMENT IS LESS THAN 6 MONTHS)

Occupation.....

Contact name [payroll / manager].....

Contact phone number.....

Previous employer.....

Length of employment.....

Student Information

Place of study.....

Course name.....

Course length.....

Contact phone number.....

DECLARATION

I confirm the following:

1. I have inspected the property I am applying for..... Yes No

No

2. I have inspected the premises and am satisfied with the

current condition and cleanliness of the property..... Yes

No

3. If NO I believe the following should be attended to prior to the commencement of the tenancy.

.....
.....
.....

I acknowledge that these items are subject to the landlord's approval

Name.....

Signature/s.....

Date.....

Electricity, Gas and home service connections

connectnow.

We get things sorted.

PH: 1300 554 323 | Fax: 1300 889 598

info@connectnow.com.au

www.connectnow.com.au

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.

Signed

Date

PM/ID: 11295

TELEPHONE SERVICE

As the landlord has no control over supply of the phone service, the service cannot be guaranteed and you must rely on your own enquires.

PRIVACY DISCLOSURE STATEMENT

We are an independently owned and operated business. We are bound by the National Privacy Principles. We collect personal information about you in this form to assess your application for a residential tenancy. We may need to collect information about you from your previous landlords or letting agents, your current or previous employer and your referees. Your consent to us collecting this information is set out below. We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful we may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and owner's insurers. We may also send personal information about you to the owners of any other properties at your request. You have the right to access personal information that we hold about you by contacting our privacy officer. If you do not complete this form or do not sign the consent below then your application for a residential tenancy may not be considered by the owner of the relevant property or, if considered, may be rejected.

CONSENT

I the Applicant acknowledge that I have read the Privacy Disclosure Statement. I authorise the Agent to collect information about me from:

1. My Previous letting agents and/or landlords;
 2. My personal referees;
 3. Any Tenancy Default Database, which may contain personal information about me. I also authorise the Agent to disclose details about any defaults by me under the tenancy to which this application relates to any tenancy default database to which it subscribes including Tenancy Information Centre of Australia (TICA), National Tenancy Database (NTD) and/or Trading Reference Australia (TRA).
- I authorise the Agent to disclose the personal information collected about me to the owner of the property even if the owner is resident outside Australia and to any third parties, valuers, contractors, sales people, insurance companies, bodies corporate, other agents and tenancy default databases.
- Where Ray White Connect is requested by me to arrange for the provision of connection and disconnection services, I consent to Ray White Connect disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I consent to Ray White Connect disclosing confirmation details (including NMI, MIRN and telephone number) to the Agent. I acknowledge that neither Ray White Connect nor the Agent accepts any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. The Agent has a commercial relationship with Ray White Connect. I acknowledge that Ray White Connect, the Agent and its employees may receive a fee and/or benefit from a utility service provider in relation to the connection of a utility service. There is no charge to me for the Ray White Connect service; normal service provider fees or bonds may apply.

Applicant/s name.....

Signature/s.....

Date.....

DECLARATION

I, the Applicant, hereby offer to rent the property from the owner under a lease to be prepared by the Agent.

Should this application be approved, I acknowledge that I will be required to pay the following amounts:

2 weeks rent in advance	\$
Rental Bond [equal to 4 weeks rent]	\$
Total Amount payment	\$

I acknowledge that this application is subject to the approval of the Owner. I declare that all information contained in this application is true and correct and given of my own free will.

Applicant/s name.....

Signature/s.....

Date.....

HOW DID YOU FIND OUT ABOUT THIS PROPERTY?

- Rental List**
- Internet**
- Border Mail newspaper**
- Staff at our office**
- Other**

All applicants to supply the following ID (equal to 100 points)

All applicants MUST PROVIDE THE FOLLOWING	
	Tick applicable ID
Photo ID (Drivers Licence, Passport)	= 40 Points <input type="checkbox"/>
Or	
Proof of Age Card	= 30 Points <input type="checkbox"/>
AND	
Bank Statement & 2 x Payslip is essential (Most recent)	= 30 Points <input type="checkbox"/>
Centrelink Statement – Is required if applicable (Most recent)	= 20 Points <input type="checkbox"/>
Additional points to make up 100 points	
2x Previous Rent Receipts (Or Rates Notice if Owner of the property)	= 20 Points <input type="checkbox"/>
Or	
1x Bill Account (eg: Telephone, gas etc in your name)	= 20 Points <input type="checkbox"/>
Or	
1x Medicare Card	= 20 Points <input type="checkbox"/>
Or	
1x Bank Card (EFTPOS or Credit Card)	= 20 Points <input type="checkbox"/>

You can email, fax or drop in your application



propertymanagementalbury@raywhite.com

Ph: 02 6049 0500 | Fx: 02 6040 1466

1/313 Urana Rd, Lavington

www.raywhitealbury.com

