

# Ray White Green Valley Rental Application Check List

***Please make sure you have the following documents photocopied and attached to your application for processing. Applications will not be processed without the listed required information below.***

## Proof of I.D/ Photo I.D:

- Drivers license
- Passport
- 18+ photo I.D card
- Medicare card
- Bank debit/credit card

## Proof of income:

- Current wage advice/payslips x 2
- Letter of employment/confirmation letter
- Current bank statement
- BAS/accountant information if self employed

## Proof of rental history:

- Previous/current rental ledger
- Rent receipts x 2

## Proof of current address:

- Telephone account bill
- Utilities account bill - gas/electricity
- Water or land rates if applicable

## Tenancy Application Form

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

### PROPERTY DETAILS

Address of Property:	
Lease commencement date:	Lease term:
Rent per week:	Number and type of pets:
Names of all other occupants for the property:	
Names and ages of any children to occupy the property:	

### PERSONAL DETAILS

Given Name(s):	Surname:
Current Address:	
Home Phone:	Work Phone:
Mobile:	Fax:
Email:	Date of Birth:
Drivers Licence No:	Drivers Licence State:
Passport No:	Passport Country:

### NEXT OF KIN

Given Name(s):	Surname:	
Relationship:		
Address:		
Phone:	Mobile:	Email:

### CURRENT TENANCY DETAILS

Length of time at current address:	Rent Paid:
Reason for leaving:	
Name of Landlord / Agent:	Phone:

## PREVIOUS RENTAL HISTORY 1

Previous Address:		
Length of time at above address: From	to	Rent Paid:
Name of Landlord / Agent:		Phone:
Was Bond refunded in full?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If No, please specify reasons why:		

## PREVIOUS RENTAL HISTORY 2 (IF CURRENT TENANCY IS LESS THAN 6 MONTHS)

Previous Address:		
Length of time at above address: From	to	Rent Paid:
Name of Landlord / Agent:		Phone:
Was Bond refunded in full?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If No, please specify reasons why:		

## CURRENT EMPLOYMENT DETAILS

Occupation:	Current Employer:
Employer's Address:	
Contact Name (payroll / manager):	Contact Number:
Length of Employment:	

## SELF EMPLOYMENT DETAILS

Company Name:	Business Type:
Business Address:	
Position Held:	ABN:
Accountant Name:	Phone:
Accountant Address:	

## INCOME

Net weekly employment income:
Net weekly income from other sources:
Source(s) of other income:

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

Occupation:	Previous Employer:
Employer's Address:	
Contact Name (payroll / manager):	Contact Number:
Length of Employment: From                      to	Net weekly income:

## STUDENT INFORMATION

Place of Study:	Course Name:
Course Length:	Enrolment / Student No:
Campus Contact:	Contact Number:
Course Co-ordinator:	Contact Number:

## REFEREES

Business referee:	Relationship:
Phone:	Mobile:
Personal referee:	Relationship:
Phone:	Mobile:

## CONSENT

I, the Applicant, acknowledge that I have read the Privacy Statement above and the privacy policy of the Ray White Office. I authorise the Ray White Office and the Agent to collect information about me from:

1. My previous letting agents, landlords, current and previous employers;
2. My personal referees;
3. Any Tenancy Default Database which may contain personal information about me.

I authorise the Ray White Office and 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 the Ray White Office or the Agent subscribes, including Tenancy Information Centre of Australia (TICA), National Tenancy Database (NTD) and/or Trading Reference Australia (TRA)
- personal information collected about me to the owner of the property even if the owner is resident outside Australia
- personal information collected about me to any third parties: valuers, contractors, sales people, insurance companies, bodies corporate, other agents and tenancy default databases to which it is reasonably necessary to disclose in relation to the tenancy arrangement.

As your information may be emailed or stored in the cloud, we cannot ensure that overseas recipients to whom your information is disclosed will not breach the Australian Privacy Principles in relation to your information. Acknowledging that this is so, you consent to your information being emailed and stored in the cloud. 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 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 Ray White Office and the Agent. I acknowledge that Ray White Connect, the Ray White Office and the Agent do not accept 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 Ray White Office and the Agent have a commercial relationship with Ray White Connect. I acknowledge that Ray White Connect, the Ray White Office and the Agent and its employees may receive a fee and/or benefit from a utility service provider in relation to the disconnection, reconnection or connection of a utility service. I also acknowledge, while there is no charge to me for the Ray White Connect service; normal service provider fees or bonds may apply for which I am responsible.

Applicant Name





Signature

Date









## UTILITY CONNECTIONS – A FREE OF CHARGE SERVICE TO HELP CONNECT YOU

Choose service and choose your service provider

 Electricity	<input type="checkbox"/>	}	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
 Gas	<input type="checkbox"/>							

### NO FIXED TERMS ON ELECTRICITY & GAS PLANS SO YOU ARE NOT LOCKED IN.\*

\* Note, you may be charged fees such as a disconnection fee when exiting your contract. You may also be charged fees by your current energy provider when exiting your existing plan.

 Phone	<input type="checkbox"/>		Telstra
 Internet	<input type="checkbox"/>		Telstra
 Pay TV	<input type="checkbox"/>		Foxtel

REQUESTED CONNECTION DATE

### POWER ON GUARANTEE

**ENSURES THAT YOUR  
ELECTRICITY WILL BE  
ON FOR MOVE-IN DAY.**

If it's not, we will investigate the issue, provide a prompt resolution and reimburse you for any reasonable out of pocket expenses arising out of the connections delay to the value of \$200 per day and capped at a total of \$1,000\*.

\*Subject to our POWER ON GUARANTEE terms and conditions below

### How Connection services from realestate.com.au works



1. Select the utilities and enter requested connection date



2. Sign your consent on the next page



3. Your Agent will submit your request to us



4. We will lodge your connection requests with the utility companies



5. For phone, internet and Pay TV requests, we will call you to walk through the options



6. We'll SMS and email you confirmation of the order

### General terms and conditions

This is an OPTIONAL connection service to assist you to obtain energy and/or telecommunications services for your new residence. If you are a prospective tenant, your decision whether or not to use this service will not affect your rental application. One of realestate.com.au's service providers Fast Connect Pty Ltd (telephone: 1300 661 464) (the "Service Provider") is the marketer of energy and telecommunications services provided by various retailers, and will assist realestate.com.au to provide this connection service to you.

If you have ticked one of the boxes above, you consent to realestate.com.au and its Service Provider using your personal information provided by you in this form and your tenant application form (if applicable) in accordance with the Privacy Collection Statement below including using those details to contact you by phone, SMS and email in relation to the selected product(s). You acknowledge that realestate.com.au and its Service Provider may receive commissions or fees from your selected retailer(s), that commissions or fees may be paid between realestate.com.au and its Service Provider, and that your real estate agent may receive commissions or fees from realestate.com.au or its Service Provider, in each case for arranging provision of the requested services. The value of commissions or fees may vary from time to time and differ depending on which retailer is selected.

You may prefer to obtain services under different terms and conditions, or from different retailers, to those set out above. However, the above products are the only ones that are available as part of this connection service. You acknowledge that if you select one of the services above and the relevant retailer agrees to provide that service to you, then you will enter into a contract with that retailer for the provision of that service. Retailers retain discretion in relation to accepting your request for products or services - acceptance may be affected by factors such as a retailer's credit criteria or ability to supply to your selected address.

### Energy (Electricity and Gas)

If you have selected an energy product above, you are entitled to be provided with certain information before you enter into a contract for the provision of that electricity or gas. That information is set out in, or accompanies, this form.

A summary of some key useful information concerning these contracts is set out on the following page.

### POWER ON GUARANTEE terms and conditions

realestate.com.au offers a "POWER ON GUARANTEE". We guarantee that your electricity will be connected by your requested connection date, provided that:

(a) you select one of the electricity retailers offered above; (b) realestate.com.au is provided with the correct address for the connection of your electricity; (c) realestate.com.au receives your electricity connection request by at least 2pm Australian Eastern Standard Time on the Business Day prior to your requested connection date as selected above (the "Connection Date"); (d) your selected electricity retailer accepts your connection request; (e) you turn your mains switch off prior to the Connection Date; (f) you provide clear access to your property on the Connection Date; (g) you complete any other reasonable requirements requested by realestate.com.au or its Service Provider; and (h) there is no fault at the property which prevents electricity from being connected on the Connection Date.

If the POWER ON GUARANTEE applies (in accordance with the above paragraph), and your electricity is not connected by midnight on the Connection Date, realestate.com.au's Service Provider will: (a) promptly investigate the issue and use its best endeavours to solve the connection problem as soon as possible; and (b) reimburse you for any Out Of Pocket Expenses incurred by you as a result of the late connection.

"Out of Pocket Expenses" means reasonable out of pocket expenses incurred by you as a direct result of your electricity not being connected on the Connection Date at your nominated address, until your electricity is connected, up to a maximum of \$200 per day and capped at a total of \$1000 in aggregate, but does not include any expenses incurred as a result of: (a) loss of income (time off work); (b) loss of business revenue; (c) petrol costs, however incurred; or (d) loss of or injury to animals.

In order to claim under the POWER ON GUARANTEE, you must contact realestate.com.au's Service Provider within two (2) weeks of the Connection Date on 1300 661 464 and provide details of your case and written evidence of any expenses you want to claim. The expense of claiming under the POWER ON GUARANTEE (if any) shall be borne by you.

The benefits under the POWER ON GUARANTEE are in addition to any other rights and remedies available under any applicable law which is non-excludable. However, all other warranties (whether express or implied) are expressly excluded.

Our goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or refund for a major failure and for compensation for any other reasonably foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be of acceptable quality and the failure does not amount to a major failure.

realestate.com.au does not guarantee the connection, or disconnection of any other services requested by you, or that any will be by your requested date. You agree that to the maximum extent permitted by law, other than as set out above, realestate.com.au and its Service Provider will have no liability to you for the provision of the service.





**Retailer  
contact details**

Origin Energy Ltd.  
Level 7, 321 Exhibition St  
Melbourne VIC 3000  
Ph: 132 463 Fax: 1800 132 463  
Email: enquiry@originenergy.com.au  
This market retail contract is: Origin Supply  
Electricity and/or Dual Fuel Plan.  
If Origin is the existing retailer at your new  
address, you may be entitled to enter into a  
standard retail contract with Origin instead  
of a market retail contract.

EnergyAustralia  
Level 33, 385 Bourke St  
Melbourne VIC 3000  
Ph: 1800 720 262  
Email: enquiry@energyaustralia.com.au  
This market retail contract is: EnergyAustralia  
Basic Home Plan.  
If EnergyAustralia is the existing retailer at your  
new address, you may be entitled to enter into  
a standard retail contract with EnergyAustralia  
of a market retail contract.

AGL Energy Limited  
Level 22, 120 Spencer Street  
Melbourne VIC 3000  
Phone: 131 245 Fax: (03) 8633 6002  
Email: enquiries@agl.com.au  
This market retail contract is: AGL Freedom  
Electricity and/or Dual Fuel Plan.  
If AGL is the existing retailer at your new  
address, you may be entitled to enter into  
a standard retail contract with AGL instead of  
a market retail contract.

**Tariffs and  
charges**

We will email you a link with the prices and charges for your selected product upon receipt of your request for that product and also provide you with an opportunity to opt-out at this time.

**Contract term**

The contract commences when you satisfy any pre-conditions that may be specified in it. The contract may be terminated by you giving notice of termination or by agreement between you and the retailer. The contract will also end if energy is bought for the premises under a different contract or, in some cases, if the premises are disconnected. In addition, the retailer might be entitled to terminate the contract where you are in breach of it or if you vacate the relevant premises.

**Billing and payment  
arrangements**

Bills will be issued at least once every 3 months. You may generally pay your bills in person, by telephone, by mail, by direct debit or by electronic funds transfer. In certain circumstances, you may also be able to pay your bills by using Centrepay.

**Concessions  
or rebates**

If you hold a current government concession card you may be entitled to receive a rebate on your bill. Further information about the concessions and rebates that may be available to you can be obtained from the retailer.

**Service levels**

The service will comply with all laws and regulatory requirements applicable in the state or territory in which the supply address is located.

**Cooling  
off period**

If a cooling off period applies to your contract (which will typically be the case only where it is a market retail contract), then you may cancel the contract within 10 business days of receiving the retailer's welcome pack by informing the retailer by telephone or in writing of your intention to cancel the contract.

**Electronic  
transactions**

If any requirement in connection with the service is to be met electronically, it will be met in accordance with the contract. You will be recognised as having received the information and be bound by the transaction in accordance with applicable laws, regulatory requirements and the contract.

**Complaints**

You may complain to the retailer about the Service Provider. Contact the retailer if you wish to do this. If your complaint is not satisfactorily resolved by the retailer, then you may complain to the energy ombudsman.

**eBilling and Welcome Pack**

Unless you request otherwise, your electricity and/or gas bills will be sent to the email address provided by you in this form.

☐

No, please post these items to me in hard copy to my new address (please tick)

**Explicit Informed Consent**

By signing below, I/we understand and agree:

- that I/we have read and accept the prices and charges applicable to the selected energy product;
- that, subject to the terms of the selected contract and any applicable legislation, the selected retailer may vary the energy rates which are used to calculate the applicable usage charges from time to time, and can vary the tariff structure, charges, billing frequency, and the terms of the contract at any time by writing to me/us;
- to become a customer of the selected retailer in accordance with the terms and conditions of the selected contract, including by transferring to that retailer, if the retailer agrees to provide me/us with my/our chosen product on those terms and conditions.

Tenant/Purchaser Signed

Co-Tenant/Co-Purchaser (if any) Signed

Date




Please note, if you select ANY of the products displayed above, you must acknowledge your consent to the above information, our Privacy Collection Statement and you being contacted by our Service Provider in relation to the selected products, by providing your signature(s).

**Privacy Collection Statement**

realestate.com.au collects and uses the information in this form and your tenant application form (if applicable) to provide the connection service and will disclose this information to its Service Provider and to your chosen energy and telecommunication retailer(s). realestate.com.au may also use the information to promote its other services, and services of trusted third parties. realestate.com.au's Privacy Policy at [www.realestate.com.au/privacy](http://www.realestate.com.au/privacy) further explains how realestate.com.au collects, uses and discloses personal information and how to access, correct or complain about the handling of personal information. You agree that the personal information you provide to us (or authorise to be provided to us) is your information, or information which you have been authorised to provide us. Where you are authorised to provide another individual's information to us, you must inform that individual that their personal information will be used and disclosed by us in accordance with our Privacy Policy [www.realestate.com.au/privacy](http://www.realestate.com.au/privacy) and these terms and conditions.