

Application for Tenancy

One Application per person to be completed

Please complete this form in FULL before submitting. Incomplete Application will not be processed until all documents and information is received.

Please supply a photocopy of all relevant documents when submitting the application

Property Address:

Requested Lease Commencement Date:

Term of Tenancy eg (6 or 12 months?)

Rental Amount per week:

Applicant's Details

Full Name _____ DOB: ___ / ___ / ___

Day Time Phone _____ Mobile _____

Drivers Licence / Passport number: _____ Vehicle Make / Rego Number _____

Email Address _____

If you have ever been listed under another name, please provide details: _____

Please list ALL Occupants names and ages

1. _____ 2. _____ 3. _____

4. _____ 5. _____ 6. _____

Do you have any pets? YES / NO If yes, Pet

Type _____

Breed/s: _____ Number of Pets: _____ Council Registered? YES / NO

Are you or any of your dependants a smoker? YES / NO

Employment: please circle – Full Time / Part Time / Casual / Student / Not Employed / Self Employed

3 Recent Payslips need to be provided for proof of Income

Net Weekly Income _____ Length of Employment _____

Name of Employer _____ Job Description _____

Payroll Contact Name _____ Phone _____ Email _____

Student Details _____

Self Employed

Name of Business _____

Accountants Name: _____ Phone _____ Email _____

Centrelink

Are you currently receiving Centrelink benefits? YES / NO

If yes, Description of payment _____ Weekly Income _____

Rental History**Current Residential Address** _____

Period of Occupancy _____ Type: Rent / Own / Board / Other _____

Current Agent / Lessor _____ Phone _____

Email _____

Current Rent _____ Reason for Leaving _____

Previous Residential Address _____

Period of Occupancy _____ Type: Rent / Own / Board / Other _____

Current Agent / Lessor _____ Phone _____

Email _____

Current Rent _____ Reason for Leaving _____

References

Personal Reference 1 Name _____

Relationship _____ Phone _____

Personal Reference 2 Name _____

Relationship _____ Phone _____

Emergency Contact (not a joint applicant)

Name _____ Relationship _____ Phone _____

Address _____

Supporting Documents - Please provide at least one photo ID - 100 Points of ID required

Passport 50 points

Drivers Licence showing current address 40 points

Birth Certificate 30 points

Bank / Credit card or Medicare Card 20 points

Current Utility bill showing current address 10 points



MAKES MOVING EASY

Your Free No Obligation Connection

Please circle utilities as required

Electricity Gas Phone Internet Pay TV
Insurance Removalist Truck / Van Hire Cleaners

Once we have received this application we 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 the information on this Application and explain the details of the services offered. Direct Connect is a utility one

DECLARATION AND EXECUTION: By signing this application, I/we; consent to Direct Connect arranging for the connection and disconnection of the nominated utility services and to providing information contained in this application to utility providers for this purpose; acknowledge having been provided with terms and Conditions of Supply of Direct Connect and having read and understood them together with the Privacy Collection Notice set out below;

declare that all the information contained in this application is true and correct and given of their own free will; expressly authorise Direct Connect to provide any information disclosed in this Application to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; expressly authorise Direct Connect to provide any information disclosed in this Application to an information provider for the purpose of that information provider disclosing it to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; consent to Direct Connect contacting me by telephone or by SMS in relation to the marketing or promotion of all of the services listed under the heading "Utility Connections" above even if we/I have not applied for the connection of those services in this application. This consent will continue [for a period of 1 year from the date of our/my execution of this application/until [28] days after we/I disconnect the last of the services in respect of which this application is made]; acknowledge that this consent will permit Direct Connect to contact us/me even if the telephone numbers listed on this application form are listed on the Do Not Call Register; understand that under the requirements of the Privacy Act 1988, Direct Connect will ensure that all personal information obtained about me/us will be appropriately collected, used, disclosed and transferred and will be stored safely and protected against loss, unauthorised access, use, modification or disclosure and any other misuse; authorise the obtaining of a National Metering Identifier (NMI) for my residential address to obtain supply details; consent to Direct Connect disclosing my/our details to utility providers (including my/our NMI and telephone number); declare and undertake to be solely responsible for all amounts payable in relation to the connections and/or supply of the Services and hereby indemnify Direct

Connect and its officers, servants and agents and hold them indemnified against any charges whatsoever in respect of the Services; acknowledge that, to the extent permitted by law, Direct Connect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person, or any property as a result of the provision of the services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection, disconnection or provision of, or failure to connect or disconnect or provide, the nominated utilities; acknowledge that whilst Direct Connect is a free service I/we may be required to pay standard connection fees or deposits required by various utility providers; acknowledge that the Services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated utility providers bind me/us and that after hours connections may incur additional service fees from utility providers; acknowledge that the real estate agent listed on this application form may receive a benefit from Direct Connect in connection with the provision of the service being provided to me/us by Direct Connect; and acknowledge the entitlement of Direct Connect and its associates, agents and contractors, to receive a fee or remuneration from the utility provider and that such fee or remuneration will not be refunded to me as a rebate in connection with the provision of the utility connection services. By signing this application form, I warrant that I am authorised to make this application and to provide the consents, acknowledgements, authorisations and other undertakings set out in this application form on behalf of all applicants listed in this application form

Name

Signature

Date

1. I agree to provide proof of income as part of this application such as recent income verification pay slip (minimum of 3), accountant letter or Centrelink Statement.
2. I understand that should my application be accepted, that the Agency (on behalf of the lessor) will require a General Tenancy Agreement signed and monies rent and /or bond) paid within a reasonable time frame (in most cases within 24 hours of acceptance.) I understand that all required Tenancy documents will be given to me prior to monies being taken upon acceptance.
3. I consent to the use of email or fax before the tenancy commences and during the tenancy (if the applicant is accepted by the lessor) – I understand that the tenancy agreement and required tenancy information may be emailed to me if I am unable to attend the office at an agreed appointment time. (If you do not agree to the use of email or fax, please cross this term out and initial the paragraph plus insert the date)
4. I understand that should my application be denied by the lessor, that there is not a legal requirement to disclose reasons as to why.
5. I understand that if I have any questions about the Tenancy or the Application process, that the Agency welcomes and encourages enquiries prior to applications being made. I further understand that I can request a copy of the General Tenancy Agreement including all standard terms and special terms (Form 18a) and Tenancy Information Statement (Form 17a) prior to making the application. A copy shall be provided if the tenancy application is successful before any monies (bond or rent are taken)
6. I understand that I will be required to pay a full bond of 4 weeks rent plus 2 weeks rent prior to commencing the tenancy. (Please ask the property manager if you are unsure of the total amount required to be paid if the application is accepted by the lessor).
7. I provide consent for the Agency as part of the application processing to contact all necessary people (such as referees, other agents, tenancy database) to verify the application information provided and understand that all Federal Privacy Act requirements will be adhered to by the Agency.
8. I consent to my information being passed on during the tenancy (should it commence) to other third parties such as the lessor, tradespeople/contractors, salespeople, body corporate, tenancy databases and other relevant parties in full compliance with the Federal Privacy Act and any other relevant information.

By signing this form, I have read and understood clearly all of the information outlined above.

NAME OF APPLICANT: _____

SIGNATURE: _____ DATE: ____/____/____

We will endeavour to exceed your expectations by processing the application within one - two business days. This will depend on named referee availability and lessor response. We shall be in contact as soon as we can to advise you of the application outcome.

If you have any queries regarding this application, please contact the property manager