

Residential Tenancy Application

| Property Details | | |
|------------------------------|-----------|--------|
| Address | | |
| Suburb | Post Code | |
| Lease Term | Year(s) | Months |
| Rent Payable for Property \$ | | |
| Move-In Date / / | | |

| Applicant Details | | |
|----------------------------|-----------|--|
| Title | Name(s) | |
| Surname(s) | | |
| Current Address | | |
| Suburb | Post Code | |
| Date of Birth / / | | |
| Home / Work Phone No. | | |
| Mobile Phone No. | | |
| Email | | |
| D/ License or Passport No. | | |
| Occupation | | |

| Next of Kin / Emergency Contact Person | | |
|--|-------|--|
| Not living with you | | |
| Name | | |
| Relationship | Phone | |
| Address | | |

| Applicant Employment / Income Details | | |
|---|----|------------|
| Employers / Company Name | | |
| Contact Person | | |
| Phone | | |
| If Student, include institution. Year | | |
| Course I.D. Number | | |
| Length at Current Employment Years Months | | |
| NET Income Per Week Per Month | | |
| Other Income, e.g. Centrelink, Family Payment, Investment/s etc | | |
| 1. | \$ | Week/Month |
| 2. | \$ | Week/Month |

| Current History | | |
|---|--|--|
| Are you the Owner Tenant | | |
| How long have you lived at your current address Years | | |
| Name of Landlord/Agent | | |
| Phone Number | | |
| Rent Paid per Month | | |
| Reason for leaving | | |

| Previous History | | |
|---|-----------|--|
| Were you the Owner Tenant | | |
| Previous Address | | |
| Suburb | Post Code | |
| How long did you live at your previous address? Years | | |
| Name of Landlord/Agent | | |
| Phone Number | | |
| Rent Paid per Month | | |
| Reason for leaving | | |

| Other Information | | |
|---|-------|--|
| Number of persons occupying property Adult/s Children | | |
| Please specify the ages of any children. | | |
| Do you have any pets? Yes / No Specify | | |
| Car Registration State | | |
| Make | Model | |

| Personal Referee | | |
|-------------------|-------|--|
| 1. Reference name | | |
| Occupation | | |
| Relationship | Phone | |
| 2. Reference name | | |
| Occupation | | |
| Relationship | Phone | |

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Declaration

BOTH SECTIONS OF THIS PAGE MUST BE SIGNED IN ORDER TO PROCEED WITH THIS APPLICATION

This property is offered subject to the Owner's approval and no action shall be taken by the applicant against the Landlord and/or agent should any circumstances arise whereby the property is not available for occupation on the due date.

I declare that the information supplied is true and correct and agree that the agent is permitted to make independent enquiries and to provide information to the Landlord/Utilities for the purpose of efficient management and assessing my eligibility to the rent the property.

It is a requirement that you sign leases and pay one month's rent in advance within 48 hours of notification of acceptance.

Rent is to be paid in cash.

Bond payment must be made by Bank Cheque or Money Order made payable to the Residential Tenancies Bond Authority and is payable on collection of the Keys for the Property.

X

Signed by the Applicant

Date

Office Use

Application Checked By:

Landlord Name:

Contact #

Application Accepted / /

NTD check requested Yes No

Check Completed Yes No

Notes:

Applications for Tenancy & Management of Property - Privacy Act (Commonwealth) 1988 Collection Notice

The personal information the prospective tenant provides in this application or that which is collected from other sources is necessary for the Agent to verify the Applicant's identity and to process and evaluate the application and to manage the tenancy if the Agent has been engaged to manage the Property.

The personal information collected about the Applicant may be disclosed, by use of the internet or otherwise, to other parties, including media organizations, the landlord, tradespeople, referees, solicitors, financial institutions, parties engaged to evaluate the property, bodies corporate, other agents, clients of the Agent both existing and potential, third party operators of tenancy reference databases, government and statutory bodies and other third parties as required by Law. Information already held on tenancy reference databases may also be disclosed to the Agent and/or Landlord. Unless you advise the Agent to the contrary, the Agent may also disclose such information to The Real Estate Institute of Victoria Ltd (REIV) for the purpose of documenting all leasing data in the area for the benefit of its members as part of membership services and for others in the property or related industries, and so as to assist them in continuing to provide the best possible service to their clients. The privacy policy of the REIV can be viewed on its website, www.reiv.com.au, the privacy policy of realestateview can be viewed at www.realestateview.com.au and the privacy policy of realestate.com can be viewed at www.realestate.com.au.

The Agent will only disclose information in this way to other parties to achieve the purposes specified above or as otherwise allowed under the Privacy Act.

If the Applicant would like to access this information they can do so by contacting the Agent at the address and contact numbers contained in this Application or the REIV on 9205 6666. The Applicant can also correct this information if it is inaccurate, incomplete or out of date.

If the information is not provided, the Agent may not be able to process the application.

I

Acknowledge that I have read and understood the contents of this Privacy Collection Notice

X

Applicant to Sign

Date

IMPORTANT:

All applicants are required to provide:

- 1. Photocopy of Driver's Licence and/or Passport**
- 2. Most recent payslip or photocopy of bank account statement**