



Application Form — Rentals

Expert Real Estate - Strath Village Shopping Centre, 134 Condon St. Bendigo 3550
PO Box 230 Strathdale 3550 Ph: 03 5445 0011 E: rentals@expertre.com.au

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1. Tenancy Details

What is the address of the Property you are applying for?
[Text box]

Previous Address (before current address)
[Text box]

What date would you like to commence the lease?
[Text box]

Period you lived there? Rent Amount per Week?
[Text boxes]

Length of lease preferred? Rent amount offered?
months Per week
[Text boxes]

Landlord / Agency Name and Company
[Text box]

2. Personal Details / Identification

Title (please circle)
Mr Ms Mrs Miss Other:
[Text box]

Landlord/Agent Phone no.s
[Text boxes]

Given names
[Text box]

Was the full Bond refunded? If not, why?
[Text boxes]

Last name
[Text box]

Who else will be living at the Property?
Name/s: Date of Birth:
[Text boxes]

Date of Birth Drivers license / Keypass no.
[Text boxes]

Passport No. Medicare no.
(attach clear photocopy)
[Text boxes]

Please note that each adult must complete an application form

Mobile Phone No.
[Text box]

What animals will live at the property?
Species Breed Age
[Text box]

Home Phone No.
[Text box]

Email
[Text box]

ConnectNow Connect your utilities and more with one call!
Optional Free Service (no fees or charges)

Work Phone no.
[Text box]

connectnow is a simple and convenient time saving service assisting with your Telephone, Electricity, Gas, and Internet connections...
While the connectnow service is FREE, standard service provider connection fees and charges still apply. You will have NO extra charges as a result of using the connectnow service, just the convenience of having your connections taken care of for you.
Please note that the following terms will apply if you ask us to contact you. Firstly you will be consenting to connectnow Pty Ltd ABN 79 097 398 662 arranging for the connection and/or disconnection of the nominated home services and to providing information contained in this application to the service providers for this purpose. I agree that neither connectnow nor the Agent accepts liability for loss caused by delay in, or failure to connect/disconnect or provide the nominated services. The service will be activated according to the applicable regulations, service provider timeframes and terms and conditions once the client has agreed to use the chosen service provider. I authorise the obtaining of a National Metering Identifier (NMI) on my residential address to obtain supply details. I acknowledge that the terms and conditions of the service provider bind me and that after hours connections may incur additional service fees from service providers. I acknowledge that connectnow Pty Ltd will be paid a fee by the service provider and will be paying a fee to the Agent in respect of the provision of the service being provided to me by connectnow Pty Ltd. Note: Connection of your utilities will only be initiated once a representative has discussed your connection with you and obtained your consent to the terms and conditions of supply of the relevant service provider(s).
PRIVACY POLICY: The privacy of our customers is of vital importance to connectnow. You have the right to access our records of your information under the Privacy Act. We will not release your personal information to any third party other than for the purposes of connecting the nominated services, unless required to do so under law or government order.

Work Email
[Text box]

Current Home Address
[Text box]

How long have you lived here? Rent Amount per Week?
[Text boxes]

Reason for leaving?
[Text box]

Current Landlord / Agency Contact Name and Company
[Text box]

Landlord/Agent Phone no.s
[Text boxes]

YES! I would like ConnectNow to call re my Connections [checked] ID# 9434
Signed: Date:
[Text boxes]

Landlord/Agent Phone no.s
[Text boxes]

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3. Total Current Income - net (after tax)

\$	per week / fortnight / month
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**** (attach clear copies of pay slips or bank statements) ****

Current Occupation / Job Title	Basis of Employment?
	Full time / part time / casual

Employer / Company name	Length of time worked there?

Supervisor / Manager	Phone no.

Previous Employment (If at current job less than 12 months)

Occupation / Job Title	Basis of Employment?
	Full time / part time / casual

Company name	Period worked there?

Supervisor / Manager	Phone no.

Centrelink payment type	Amount per fortnight

Student ID (if a student)	Institution Studying at

Course name	Due to complete course (date)

Emergency Contact <small>NOT living with you</small>	Relationship to you

Mobile phone number	Work or home phone number

Emergency Contact <small>NOT living with you</small>	Relationship to you

Mobile phone number	Work or home phone number

***** PLEASE NOTE *****

This application is subject to the owner's approval. All adults to occupy the property must complete an application form. On confirmation of agreement **Rental payment** must be paid via EFT, bank cheque or money order made out to **Jaybec Pty Ltd T/A Expert Real Estate**. The Rental payment is to be **2 weeks rent**, and paid within 2 days of confirmation. **Bond payment** must be paid in the form of a bank cheque or money order made payable to the **Residential Tenancies Bond Authority (RTBA)** and must be provided prior to signing of the lease. Future rental payments are to be made by EFT (phone or internet banking or direct deposit), Centrepay, cheque or money order. Cash can be paid into the Trust Account at any Bendigo Bank branch. Your REFERENCE CODE must be included with payment. **Rental payments are to be maintained 2 weeks in Advance.** The applicant hereby agrees to a check being carried out by us using the National Tenancy Database TICA.

TENANCY ACCEPTANCE

We understand that finding and selecting a rental property is often difficult. We will process your application as quickly as possible, but please remember we may be processing many applications at the same time. To assist us please fill out ALL required details on the application and ensure your completed application is returned to our office as quickly as possible.

SUCCESSFUL APPLICATIONS

Every effort will be made to ensure the property is available on the commencement date but this cannot be guaranteed.

UNSUCCESSFUL APPLICATIONS

Should your application be unsuccessful you will be advised, and your application shredded. However, should you wish to apply for another property please advise us and we will hold over your application for you.

Keys will only be handed out after all parties have signed the Tenancy Agreement and Bond Lodgement Form, all monies have been paid and the tenancy has commenced.

Declaration

I declare that I accept the premises in its current condition, and will maintain the premises in accordance with the lease and relevant legislation during the tenancy. During the inspection I found the property to be in a reasonably clean condition **OR** if not, the following items need to be attended to prior to commencing my tenancy:

I acknowledge that this is an application to lease the property stated on page 1 and that my application is subject to the owner's approval and the availability of the premises on the due date. I hereby offer to rent the property from the owner under a lease to be prepared by the Agent pursuant to the Residential Tenancies Act 1997.

I acknowledge that I will be required to pay rental in advance and a bond prior to taking possession of the property, and must maintain rental payments 2 weeks in advance, if my application is approved.

I declare that I am not bankrupt. I authorise the Agent to make enquiries into and obtain details of my credit worthiness including from the owner or Agent of my current and previous residences, my employer, and any record, listing or database of defaults by tenants. If I default under a rental agreement, the Agent may disclose details of any such default to any person whom the Agent reasonably considers has an interest in receiving such information, including debt collection agencies. I declare that all information provided in this application (including on the reverse side) is true and correct and given of my own free will.

Signed:	Date:
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Expert Property Management Privacy Statement

We collect your personal information in order to perform our duties as professional property managers, to assess the risk in providing you with the lease/tenancy of the premises you have applied for, and if the risk is considered acceptable, and according to the landlords discretion, to provide you with a lease/tenancy of the premises. To carry out this role, and during the term of your tenancy, we usually disclose your personal information to the following: The landlord, the landlord's lawyers, the landlord's mortgagee, organisations and trades people required to carry out maintenance to the premises, rental bond authorities, Residential Tenancies Tribunals/Courts, TICA, collection agencies, other real estate agents and landlords, utilities companies such as gas, electricity, water and telephone, banks for rental payment facilities and financial records, employers for reference purposes, quantity surveyors for depreciation schedules and valuers for re-financing (as examples), and to any other party where disclosure is required or permitted by law. We may contact your emergency contact, employer and/or referees if we are unable to contact you. We will not sell your information.

To ascertain what personal information we have about you, you can contact us the following ways: (proof of identification will be required)

Phone: 03 5445 0011 Email: rentals@expertre.com.au Address: shop 47, 134 Condon St, BENDIGO VIC. 3550

We use the National Tenancy Database TICA. TICA is the largest tenant screening service in Australia. You can access information held by TICA about you by contacting TICA, by Fax, Phone or Mail, or by annual subscription, charges may apply. Please see <http://www.tica.com.au/tenant.php> for further details.

I have read, understood and agree to the above.

Signed:	Date:
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Print name:

Information for Prospective Tenants

***Please Detach and
Keep This Page for your Reference***

***** PLEASE NOTE *****

- Applications are subject to the owner's approval.
- All adults to occupy the property need to complete a separate application form.
- On confirmation of agreement an **Advance Rental payment** must be paid via EFT (phone or internet banking or direct deposit), bank cheque or money order made out to Jaybec Pty Ltd T/A Expert Real Estate.
- The Advance Rental payment is to be 2 weeks rent, and paid within 2 days of confirmation of the approval of your application.
- Rental payments are to be maintained 2 weeks in advance throughout the tenancy.
- **Bond payment** must be paid in the form of a bank cheque or money order made payable to the **Residential Tenancies Bond Authority (RTBA)** and must be paid prior to keys being handed over.
- Future rental payments are to be made by EFT (phone or internet banking or direct deposit), Centrepay, cheque or money order. Cash can be paid into the Trust Account at any Bendigo Bank branch. Please note that cash is not accepted at the office for the safety of our staff.

TENANCY ACCEPTANCE

We understand that finding and selecting a rental property is often difficult. We will process your application as quickly as possible, but please remember we may be processing many applications at the same time. To assist us please fill out ALL required details on the application, ensure you have all the supporting documentation (ID and proof of income) and ensure your completed application is returned to our office as quickly as possible.

UNSUCCESSFUL APPLICATIONS

Should your application be unsuccessful we will let you know. However, should you wish to apply for another property we will hold over your application for you.

SUCCESSFUL APPLICATIONS

Successful Applicants are notified by phone. Keys will only be handed out after all parties have signed the Tenancy Agreement and Bond Lodgement Form, all monies have been paid and the tenancy has commenced. Signing of tenancy agreements and the payment of the bond will be undertaken at the office indicated by your property manager.

Every effort will be made to ensure the property is available on the commencement date but this cannot be guaranteed.

If you would like to withdraw your application please call 5445 0011 or email rentals@expertre.com.au

