

Please ensure all fields are completed so we can process your application promptly

**Rental Property Details**

Date : \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_ Postcode: \_\_\_\_\_  
 Rental Amount \$ \_\_\_\_\_ Weekly \$ \_\_\_\_\_ Monthly  
 Bond Amount \$ \_\_\_\_\_ Payable to RTBA  
 Preferred Tenancy start date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Term: \_\_\_\_ mths  
 How many people will reside at the property?  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_  
 Pets – If yes, how many? \_\_\_\_\_ Type/Breed: \_\_\_\_\_

**Applicant Details**

Title: \_\_\_\_\_ Family or Surname: \_\_\_\_\_  
 Given Name/s: \_\_\_\_\_  
 Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Home Ph: \_\_\_\_\_  
 Work Ph: \_\_\_\_\_ Mobile Ph: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Australian Driver's License No: \_\_\_\_\_  
 State: \_\_\_\_\_ Expiry date: \_\_\_\_\_  
 Passport No (if applicable): \_\_\_\_\_  
 Country: \_\_\_\_\_ Expiry date: \_\_\_\_\_  
 Will you require Rental Assistance? Yes / No (circle)  
 Will you require Bond Assistance? Yes / No (circle)  
 Own Motor Car: Yes / No (circle)  
 Car Make / Model: \_\_\_\_\_ Car Rego: \_\_\_\_\_

**Applicant Details – Current Address**

Address: \_\_\_\_\_  
 \_\_\_\_\_ Postcode: \_\_\_\_\_  
 How Long: \_\_\_\_ Years \_\_\_\_ Months Rent: \_\_\_\_\_ per week  
 Current Landlord/Agent: \_\_\_\_\_  
 Contact Number: \_\_\_\_\_  
 Reason for Leaving: \_\_\_\_\_

**Applicant Details – Previous Address**

Address: \_\_\_\_\_  
 \_\_\_\_\_ Postcode: \_\_\_\_\_  
 How Long: \_\_\_\_ Years \_\_\_\_ Months Rent: \_\_\_\_\_ per week  
 Current Landlord/Agent: \_\_\_\_\_  
 Contact Number: \_\_\_\_\_  
 Reason for Leaving: \_\_\_\_\_

**Current Employment Details**

Current Employee: \_\_\_\_\_  
 Occupation: \_\_\_\_\_  
 Nature of your Employment: FULL TIME / PART TIME / CASUAL (circle)  
 Length of Employment: \_\_\_\_ Years \_\_\_\_ Months  
 Position Held: \_\_\_\_\_  
 Net Income per Week \$ \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_ Postcode: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

(if self-employed, please list Accountants contact details – page 2)



YourPorter is a FREE service connecting utilities and other services.

If the Agent approves this application, YourPorter will connect your water where permitted for the purpose of usage charges at your new property on behalf of the Real Estate Agent. YourPorter will be contacting you by phone, SMS, or email for the purposes of assisting you to connect your utilities within 24 hours of receiving this application for next business day connection.

Telephone: 1300 400 600 www.yourporter.com.au

- Electricity
- Gas
- Water
- Telephone
- Pay TV
- Internet
- Car Insurance
- Life Insurance
- Health Insurance
- Home & Contents
- Home Loans

**DECLARATION AND ACCEPTANCE:**

I/We consent to the disclosure of this application form (including any personal information contained in this form) to YourPorter Pty Ltd (ABN 36 252 576 050) for the purpose of allowing YourPorter and its service providers to contact me for the connection of services as offered by YourPorter.

I/We acknowledge that if I/We do not provide my/our personal information, YourPorter will not be able to provide these services to me/us. YourPorter will ensure that my/our personal information is collected, used, held and disclosed in accordance with the requirements of the Privacy Act 1988 (Cth).

I/We acknowledge that YourPorter, and the Agent, may receive a benefit in relation to the connection of any of the services listed above. I/We consent to YourPorter contacting me by phone or SMS in relation to the connection of the services listed above. I/We acknowledge that this consent permits YourPorter to contact me even if the numbers listed on this application are listed on the Do Not Call Register. YourPorter will otherwise collect, hold, use and disclose personal information in accordance with their privacy policies, which are available at www.yourporter.com.au/general/privacy-policy/.YourPorter is a free service, but I/We acknowledge that standard connection fees may apply for services connected (in addition to the ongoing service fees).

I/We acknowledge that neither YourPorter nor the Agent accept any responsibility for any delay in or failure to arrange or provide for any connection of a service or for any loss, damage, cost or expense in connection with such delay or failure. By signing this application, I/We understand YourPorter is a value add product and that I/We are under no obligation to use YourPorter.

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Previous Employment Details**

Length of Employment: \_\_\_\_\_ Years \_\_\_\_\_ Months

Position Held: \_\_\_\_\_

Net Income per Week \$: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

**Students**

Name Of Institution: \_\_\_\_\_

Facility/Department: \_\_\_\_\_

Student Identification (ID) Number: \_\_\_\_\_

Income Source: \_\_\_\_\_ Net Weekly Income \$: \_\_\_\_\_

**Centrelink (if applicable)**

Type of Payment: \_\_\_\_\_

Customer Reference Number (CRN): \_\_\_\_\_

Amount Received \$: \_\_\_\_\_ per Fortnight \$: \_\_\_\_\_

**Self Employed**

Business Type: \_\_\_\_\_

Accountant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**Character Reference (provide 2 character references)**

Name: \_\_\_\_\_ Home Ph: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Mobile Ph: \_\_\_\_\_ Work Ph: \_\_\_\_\_

**Character Reference 2**

Name: \_\_\_\_\_ Home Ph: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Mobile Ph: \_\_\_\_\_ Work Ph: \_\_\_\_\_

**Emergency Contact / Next Of Kin**

Name: \_\_\_\_\_ Home Ph: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Mobile Ph: \_\_\_\_\_ Work Ph: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

**APPLICANTS PLEASE NOTE***All applicants must be submitted with the following proof of identity*

- A Photocopy of your Driver's License or Passport
- Your four (4) most recent Pay/Wage Slips
- One (1) Utilities Statement (for example; Gas, Electricity, Phone, Internet, Water Accounts)

NB; Should you not be able to meet the 100 check points, please contact the Property Manager. All applications for Tenancy are referred to a Tenancy Database for confirmation of details supplied and no applications will be accepted until all details have been referred to the database

**Declaration – All Applicants Must Sign**

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act 1997.

I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I declare that I have inspected the premises and have found it to be in a reasonably clean condition, and that I am not bankrupt.

I authorize the Agent to obtain personal information from:

- the owner or the Agent of my current or previous residence;
- my personal referees and employer/s;
- 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 a tenancy default database, and to agents/landlords of properties I may apply for in the future.

I am aware that the Agent will use and disclose my personal information in order to

- communicate with the owner and select a tenant
- prepare lease/tenancy documents
- allow organizations/tradespeople to contact me
- lodge/claim/transfer to/from the Residential Tenancies Bond Authority
- refer to Tribunals/Courts & Statutory Authorities (where applicable)
- refer to collection agents/lawyers (where applicable)
- complete a credit check with NTD (National Tenancies Database - Phone 1300 563 826 – Email info@ntd.com.au)
- transfer water account details into my name

I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises. I am aware that I may access personal information on the contact details above.

I am aware that the agent will disclose my personal information to YourPorter for the purposes of transferring the water account into my name. This will enable YourPorter to connect all accepted tenants to relevant water boards for water usage where permitted.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

OFFICE USE ONLY – Lease Connection Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Property Manager: \_\_\_\_\_