

Residential Application Form

For your application to be processed you must answer all questions
(Including the reverse side)

A. AGENT DETAILS

Melbourne Residential Real Estate

Address: HWT Tower, Suite 2208
Level 23/40 City Road Southbank VIC 3006
Phone: (03) 9674 0444
Fax: (03) 9674 0400
Email: flo@melbresidential.com.au
Web: www.melbresidential.com.au

B. PROPERTY DETAILS

1. What is the address of the property you would like to rent?

Postcode

2. Property Rental

\$ per week \$ per month

3. Lease commencement date?

Day Month Year

4. Lease term?

Years Months

5. How many tenants will occupy the property?

Adults Children Ages of children

C. PERSONAL DETAILS

6. Please give us your details

Mr ☐ Ms ☐ Miss ☐ Mrs ☐ Other ☐

Surname Given Name/s

Date of Birth

Driver's licence number

Driver's licence expiry date

Driver's licence state

Passport no.

Passport country

Pension no. (if applicable)

Pension type (if applicable)

7. Please provide your contact details

Home phone no.

Mobile phone no.

Work phone no.

Fax no.

Email address

8. What is your current address?

Postcode

Property Manager Name

Application Fax to
Direct Connect (If Required)



Melbourne Residential
Real Estate

D. DECLARATION

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 Tenancy Agreement.

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 am not bankrupt.

I authorise the Agent to obtain personal information from:

- (a) The owner or the Agent of my current or previous residence;
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by tenants such as NTD, TICA or TRA for the purpose of checking your tenancy history;

I am aware that I may access my personal information by contacting -

- NTD: 1300 563 826
- TICA: 1902 220 346
- TRA: (02) 9363 9244

If I default under a rental agreement, I agree that 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:

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow tradespeople or equivalent organisations to contact me
- (d) lodge/claim/transfer to/from a Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)
- (g) complete a credit check with NTD (National Tenancies Database)
- (h) 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.

Signature

Date

E. APPLICANT HISTORY

9. How long have you lived at your current address?

Years Months

10. Why are you leaving this address?

11. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent

12. What was your previous residential address?

Postcode

13. How long did you live at this address?

Years Months

14. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent

Was bond refunded in full?

If not why not?

F. EMPLOYMENT HISTORY

15. Please provide your employment details

What is your occupation?

What is the nature of your employment?
(FULL TIME/PART TIME/CASUAL)

Employer's name (inc. accountant if self employed or institution if student)

Employer's address

Postcode

Contact name

Phone no.

Length of employment

Net Income

Years

Months

16. Please provide your previous employment details
Occupation?

Employer's name

Length of employment

Net Income

Years

Months

G. CONTACTS / REFERENCES

17. Please provide a contact in case of emergency

Surname

Given name/s

Relationship to you

Phone no.

18. Please provide 2 personal references (not related to you)

1. Surname

Given name/s

Relationship to you

Phone no.

2. Surname

Given name/s

Relationship to you

Phone no.

H. OTHER INFORMATION

19. Car Registration

20. Please provide details of any pets

Breed/type

Council registration / number

1.

2.

PLEASE NOTE

Initial payments must be made by cash, bank cheque or money order within 24 hours after approval of application. No Personal Cheques accepted.

Keys will not be handed over until the lease agreement has been signed by all applicants.

This application is accepted subject to the availability of the property on the due date and no action shall be taken by the applicant against the landlord and the agent should any circumstances arise whereby the property is not available for occupation on the due date.

HOW DID YOU FIND OUT ABOUT THIS PROPERTY?

- ☐ The Age ☐ The Internet ☐ Local Paper
☐ Board ☐ Counter List ☐ Relocation Company
☐ Referral ☐ Other (specify)

PLEASE PROVIDE US WITH 100 POINTS OF IDENTIFICATION

Driver's Licence	50
Passport	50
Proof of Age Card	50
Student ID Card	50
Copy of Mobile Phone Account	20
Copy of Medicare Card	20
Concession / Pension Card	10
Copy of gas/Water/Electricity account	30 each

OFFICE USE ONLY

Property Rental

\$

per week

\$

per month

Utility connections - A FREE of charge service to help connect you

www.realestate.com.au/connect

Step 1

Choose service

 Electricity☐ Gas☐ Phone☐ Internet☐ Pay TV☐ Water bills☐

YES - I will be responsible for paying the water consumption bills at this property and would like the relevant water authority notified.

Step 2

Choose provider



Origin

☐

AGL

☐

Telstra

Telstra

Foxtel

Step 3

Requested connection date

DD/MM/YYYY

DD/MM/YYYY

DD/MM/YYYY

DD/MM/YYYY

DD/MM/YYYY

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.

Step 4: Simply review the terms below and sign the consent section

How Connection services from realestate.com.au works

1. Select the utilities and enter requested connection dates
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 and internet requests, we will call you to walk through the options
6. We will send confirmation to you and your Agent

Terms and conditions

This is an OPTIONAL connection service to assist you to obtain energy, water and/or telecommunications services for your new residence if your rental application is successful. 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. The Service Provider also assists in water bill change notifications to relevant water retailers.

If you have ticked one of the boxes above, you consent to realestate.com.au and its Service Provider using your personal information in this tenant application form 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.

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. While our connection service can help you get connected or disconnected by your requested dates, we cannot guarantee connection, disconnection or that either will be by your requested date. You agree that, to the maximum extent permitted by law, realestate.com.au and its Service Provider will have no liability to you for the provision of the service.

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 below:

Retailer
contact details

Origin Energy Ltd.

Level 7, 321 Exhibition St Melbourne VIC 3000
T: 132 463 F: 1800 132 463 E: 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.

AGL Energy Limited

L22, 120 Spencer Street Melbourne VIC 3000
P: 131 245 F: (03) 8633 6002 E: 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 in your rental application 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 Signed



Co-Tenant (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.

Privacy Collection Statement

realestate.com.au collects and uses the information in this form and your tenant application form 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 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 and these terms and conditions.