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*If you **don't have a scanner**, download the app (on iPhone) "Cam Scanner" and take photos of the pages (inc ID) using the app and it will translate to PDF, then email the PDF to us.

Tenancy Application Form

Each applicant must submit an Individual Form.

Please be advised that this application will ONLY be processed once ALL details have been completed and all copies of supporting documents have been attached.

PROPERTY DETAILS

Address of Property:	
Lease Commencement Date:	Lease Term:
Rent Per Week:	Number of Pets:
Names of all Other Occupants for the Property:	
Names/Ages of any Children to occupy the Property:	

PERSONAL DETAILS

Given Name(s):	Surname:
Home Phone:	Work Phone:
Mobile:	Fax:
Email:	Date of Birth:
Drivers Licence No:	Drivers Licence State:
Passport No:	Passport Country:

CURRENT TENANCY DETAILS

Current Address:	
Length of Time at Current Address:	Rent Paid:
Reason for Leaving:	Name of Landlord/Agent:
Landlord/Agent Email:	Phone:
Current Address:	
Length of Time at Current Address:	Rent Paid:

PRIOR TENANCY DETAILS

Current Address:	
Length of Time at Current Address:	Rent Paid:
Reason for Leaving:	Name of Landlord/Agent:
Landlord/Agent Email:	Phone:
Current Address:	
Length of Time at Current Address:	Rent Paid:

CURRENT EMPLOYMENT DETAILS

Occupation:	Current Employer:
Employers Address:	
Contact Name (Payroll/Manager):	Contact Number
Length of Employment:	

SELF EMPLOYEMNT DETAILS

Company Name:	Business Type:
Business Address:	
Position Held:	ABN:
Accountant Name:	Phone:
Accountant Address:	

INCOME

Net weekly Employment Income:

Net weekly Income from other Sources:

Source(s) of other Income:

STUDENT INFORMATION

Place of Study:

Course Name:

Course Length:

Enrolment / Student No:

Campus Contact:

Contact Number:

Course Co-ordinator:

Contact Number:

REFEREE/ NEXT OF KIN**Personal/Business Referee:**

Relationship:

Phone:

Mobile:

Next of Kin:

Relationship:

Phone:

Mobile:

I acknowledge that this application is subject to the approval of the owner. I declare that all information contained in this application is true and correct and given of my own free will. I declare that I have inspected the premises and am satisfied with the current condition and cleanliness of the property. I agree that rent payments will only be accepted via Direct Debit, Cheque or Australian Post Money Order.

Applicant Name_____
Signature_____
Date**PRIVACY DISCLOSURE STATEMENT**

We are an independently owned and operated business. We are bound by the National Privacy Principals. We collect personal information about you in this form to assess your application for a residential tenancy. We may need to collect information about you from previous landlords or letting agents, your previous landlords or letting agents, your current or previous employer and your referees. Your consent to us collecting this information is set out below. We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful we may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and owner's insurers. We may also send personal information about you to the owners of any other properties at your request. You have the right to access personal information that we hold about you by contacting our privacy officer. If you do not complete this form or do not sign the consent below then your application for a residential tenancy may not be considered by the owner of the relevant property or if considered, may be rejected.

CONSENT

I the Applicant acknowledge that I have read the Privacy Disclosure Statement. I authorise the Agent to collect information about me from:

1. My personal letting agents and/or landlords;
2. My personal referees;
3. Any Tenancy Default Database which may contain personal information about me. I authorize the Agent to disclose details about any defaults by me under the tenancy to which this application relates to any tenancy default database to which it subscribes including Tenancy Information Centres of Australia (TICA), National Tenancy Database (NTD) and/or Trading Reference Australia (TRA).

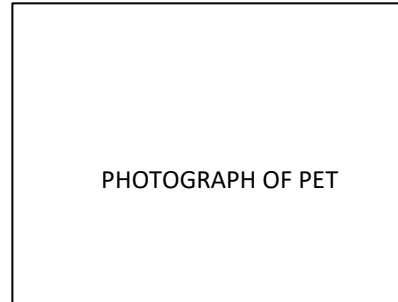
I authorize the Agent to disclose the personal information collected about me to the owner of the property even if the owner is resident outside Australia and to any third parties – valuers, contractors, sales people, insurance companies, bodies corporate, other agents and tenancy databases.

Applicant Name_____
Signature_____
Date

100 POINTS IDENTIFICATION REQUIRED

Please ensure you have PHOTOCOPIES of your 100 points of identification with your application, otherwise your application will not be able to be processed.

Item	Tick	Points	Office Use	Item	Tick	Points	Office Use
Drivers Licence		40		Medicare Card		20	
Passport		40		Bank Debit/Credit Card		20	
Other Photo ID		20		Bank Statement		20	
Current Wage Advice		30		Telephone Account		20	
Previous Tenancy Reference		20		Electricity Account		20	
Previous 2 Rent Receipts		20		Gas Account		20	
Birth certificate		20		City Council Rates		20	

PET APPLICATION FORM

Name of Pet Owner:

Pet's Name:

Type of Animal:

Breed:

Sex:

Age:

De-sexed:

Weight:

Inside, Outside or Both:

Council Registration Number:

Have you ever received a complaint about your Pet?

Details:

Describe your Pet's Nature:

Do you have Contents Insurance? Yes/No

Insurer:

Policy Number:

Pet's Emergency Caretaker:

Phone:

PET REFERANCES**Neighbour Name:**

Phone:

Veterinarian Name:

Phone:

Clinic:

Previous Lessor/Agent:

Phone:

Agency:

Veterinarian Name:

Clinic:

Phone:

Mobile:

Acknowledgement:

If my tenancy application is approved and if I am permitted to reside at this property with pet, I will accept full responsibility for ensuring that my pet does not disturb or harm neighbouring occupants, nor damage the premises or the property of others, nor prevent lawful access to the premises. I acknowledge my responsibility for complying with all terms of tenancy agreement and with all council and state legislation in relation to the keeping of animals. I also agree to ensuring that the pet is housed in a hygienic manner that will not vermin, nor cause offensive odours or property deterioration and pet waste is to be disposed of appropriately.



MAKES MOVING EASY

DIRECT CONNECT PROVIDES A FREE SERVICE THAT TAKES THE HASSLE OUT OF MOVING.

Simply complete the form below, select the services you would like organised and return this form to your Agent. Direct Connect will then contact you to confirm your details and service request.



"The Future in Property Management is here"

SERVICES WE *connect*



Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.

PERSONAL DETAILS

Title		Given Name	
Surname		Date of Birth	
Mobile phone	Home phone	Work phone	
Email Address			

ADDRESS DETAILS

New address connection details - Address you are moving to	Connection date (if known)
Disconnection details - Address you are moving out of	Disconnection date (if known)



We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect 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 your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement.
3. Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
5. Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
6. Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature
Date

Rental Place
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 Web: www.rentalplace.com.au
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