

# Residential Tenancy Application

This form must be completed by all applicants 18 years and over.  
 In order to be successful, the following information needs to be completed/agreed on:

- Application must be fully completed, signed and be correct.
- **Incomplete applications will not be processed.**
- 100 points of identification is needed in addition to this application.
- (100 points= Drivers Licence, Proof of Age Card or Passport and two other forms of ID; Bank Card, Medicare Card, Credit Card etc.)

## PROPERTY DETAILS

Address of Property -

Proposed lease start date -            /            /            Lease Period -

Weekly Rental Amount - \$

Occupants - Adults -            Children & Ages -

Will you be applying for bond through Department of Housing – Yes / No (Please Circle)

## PERSONAL DETAILS

Title -            Given Name -            Surname -

Date of Birth -

ID Type -            ID Number -

Contact Details - Mobile -            Home -            Work-            Email -

## RENTAL HISTORY OR HOUSING HISTORY

Current Address -

Length at Address -            Reasons for leaving -

Rental Info - Agent or Landlord -            Contact Number -

Weekly rent paid - \$            Bond refunded in full -            If not, why? -

Previous Address -

Length at Address -            Reasons for leaving -

Rental Info - Agent or Landlord -            Contact Number -

Weekly rent paid - \$            Bond refunded in full -            If not, why? -

## CURRENT EMPLOYMENT

Occupation -

Basis – Fulltime/Part-time/Casual (Please Circle)

Employers Details – Company -

Address -

Contact name -

Contact number -

Length of Employment -

Net weekly income -

## PREVIOUS EMPLOYMENT (IF CURRENT EMPLOYMENT IS LESS THAN 12 MONTHS)

Employers Details – Company -

Address -

Contact name -

Contact number -

Length of Employment -

Net weekly income -

## ADDITIONAL INCOME i.e CENTRELINK BENEFITS

Income per week -

Source of income -

## CONTACTS & REFERENCES (PLEASE PROVIDE 2 PROFESSIONAL REFERENCES)

Given Name -

Surname -

Contact number -

Relationship-

Given Name -

Surname -

Contact number -

Relationship-

## NEXT OF KIN

Contact name -

Contact number -

Relationship-

## ADDITIONAL INFORMATION

Pets (Breed/Type) -

Smoke – Yes / No      If Yes – Inside / Outside / Both (Please Circle)

## 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 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/previous residence; (b) My personal referees and employees; (c) Any record listing or database 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 34      TRA: (02) 9363 9244

If I default under a rental agreement, I agree that the Agent may disclose details of 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 used to which, person information is put, the Agent cannot provide me with lease/tenancy of the premises. I am aware that I may access personal information on the contact details above. I also agree to pay the bond and two weeks rent by paying directly into our bank account or by cheque.

SIGNATURE

DATE

## FREE UTILITY CONNECTION SERVICE

**myconnect**

Electricity     Gas     Telephone

Internet     Pay TV     Water

Phone : 1300 854 478  
Fax : 1300 854 479

enquiry@myconnect.com.au  
www.myconnect.com.au

If this section is complete, I consent to the disclosure of information on this form to myconnect ABN 34121 892 331 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent; acknowledge the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities

SIGNATURE

DATE