

Application for Residential Tenancy

- ✓ The 4 pages of this application **MUST BE COMPLETED IN FULL AND PAGES 3 & 4 SIGNED** or your application will **NOT** be processed.
- ✓ 100 points of Identification must also accompany this form.

OFFICE USE ONLY	Date received ____ / ____ / ____ Time ____ am/pm
Application signed & all details complete <input type="checkbox"/>	100 point check <input type="checkbox"/>

RENTAL PROPERTY _____

RENT: \$ _____ (per week) **TENANCY TO COMMENCE:** ____ / ____ / ____

BOND: \$ _____ (equivalent to 4 weeks rent up to \$250/week or 6 weeks rent over \$250/week)

APPLICANT DETAILS

Name:	D.O.B.	/	/
Are you known by another name: _____			
Contact No. Home:	Work:	Mobile:	
Email Address:		Fax No:	
Will this be a shared tenancy? <input type="checkbox"/> Yes <input type="checkbox"/> No - If yes please list the name of the other applicants			

(PLEASE NOTE THAT THESE PERSONS WILL HAVE TO COMPLETE SEPARATE APPLICATION FORMS)			
Number of dependants to reside in property (i.e. children or persons NOT listed on the lease):			
Full names & ages of dependants			

Therefore the total number of occupants for the property including yourself is:			
Pets (Check with agent) <input type="checkbox"/> Yes <input type="checkbox"/> No	Number:	Type & Breed:	Age:
Car Registration:	Drivers Licence No.	Licenced State:	
Passport No.	18+ Card No.	Other ID:	
No. of cars to be kept at property:	Are all cars registered? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Will a <input type="checkbox"/> boat <input type="checkbox"/> trailer <input type="checkbox"/> van <input type="checkbox"/> motorbike be kept at the property? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Are you a smoker? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If the property has a pool - Have you cared for a pool previously? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			

How did you find out about the property? To Let Sign Email List Rental List Telephone

Internet (website/s) _____

Newspaper/s _____

Other _____

CURRENT ADDRESS DETAILS

Address:	<input type="checkbox"/> Rented \$	per week	<input type="checkbox"/> Owned
Name of Real Estate, Lessor or Agent (including sale)			
Address:	Phone:		
Period of occupancy / / to / /	Reason for leaving:		
If renting do you expect the bond to be refunded in full <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why			

PREVIOUS ADDRESS DETAILS (if less than 2 years at current address)

Address:	<input type="checkbox"/> Rented \$	per week	<input type="checkbox"/> Owned
Name of Real Estate, Lessor or Agent (including sale)			
Address:	Phone:		
Period of occupancy / / to / /	Reason for leaving:		
If renting was your bond refunded in full <input type="checkbox"/> Yes <input type="checkbox"/> No If not, why			

PERSONAL/BUSINESS REFERENCES (Does not include relatives) This must be completed in full.

Name:	Address:
Phone:	Relationship:
Name:	Address:
Phone:	Relationship:
Name:	Address:
Phone:	Relationship:

Next of Kin or other person to contact in case of an emergency:

Name _____ Relationship _____
 Address _____ Phone _____

Questions:

- Have you viewed the property which you are applying for? (Not including photos) Yes No
- Have you applied for other rental properties at this time? Yes No
- Have you been approved for any other rental properties? Yes No
- Have you ever been evicted or are you in debt to another Lessor or Agent? Yes No
- Are you satisfied with the property in its present condition? Yes No

If no, give details _____

INCOME DETAILS *All income is NET or TAKE HOME "PER WEEK"*******Current Employment Details**

Occupation:	Period of employment:
Employer:	Weekly wage \$
Address:	Phone:
Manager/Contact:	Phone:
<input type="checkbox"/> Full - time <input type="checkbox"/> Part - time <input type="checkbox"/> Casual (hours per week)	

If Less Than 6 Months, Previous Employer Details

Occupation:	Period of employment:
Employer:	Weekly wage \$
Address:	Phone:
Manager/Contact:	Phone:
<input type="checkbox"/> Full - time <input type="checkbox"/> Part - time <input type="checkbox"/> Casual (hours per week)	

Other

<input type="checkbox"/> Pensioner, Type	Allowance \$
<input type="checkbox"/> Unemployment Benefit	Allowance \$
<input type="checkbox"/> Student (Name of College, TAFE, UNI)	
Student Identification No.	Overseas Student <input type="checkbox"/> Yes <input type="checkbox"/> No Visa Expiry Date / /
Austudy \$	<input type="checkbox"/> Other type of Income (ie. Savings or Investments) Other Income \$
Course title being studied:	Years of course remaining:
<input type="checkbox"/> Self Employed (Name of Business)	
Address:	Phone:
How long established:	ABN No. Wage \$
Accountant's Name:	Phone:
<input type="checkbox"/> Other type of Income (ie. Savings or Investments)	Other Income \$

UTILITY CONNECTIONS- make YOUR move EASY with this FREE SERVICE!

This is a FREE service that connects all your utilities and other services.

Direct Connect can help arrange for the connection or provision of the following utilities and other services:

- | | | | | |
|--------------------------------------|-----------------------------------|-----------------------------------|--|---------------------------------|
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Gas | <input type="checkbox"/> Phone | <input type="checkbox"/> Internet | <input type="checkbox"/> Pay TV |
| <input type="checkbox"/> Insurance | <input type="checkbox"/> Cleaning | <input type="checkbox"/> Removals | <input type="checkbox"/> Truck or van hire | |

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



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 an 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 of applicant: _____ Date...../...../..... Application sent to Direct Connect (if required)

PRIVACY COLLECTION STATEMENT

This privacy collection statement applies to Harcourts Group (Australia) Pty Ltd, Finservice Pty Limited (trading as "Mortgage Express"), Harcourts Complete, Strand Conveyancing and their related entities and Harcourts franchisees (**Harcourts**).

Harcourts collects your personal information for purposes such as administering open houses, providing you with the services that you request, seeking customer feedback from you, undertaking credit checks, reporting to a tenancy default database, providing you with information about financial products offered by third party lenders, market research purposes and direct marketing communications about the products, services and promotions offered by Harcourts. We may also disclose your personal information to third parties who assist us in providing such services and promotions, and other third parties as required by law.

Harcourts will not disclose your personal information to recipients overseas without your consent, except where required or permitted to do so by law.

If you do not provide the requested personal information, Harcourts may be unable to provide you with the products and services you seek.

Harcourts' privacy policies contain information about how you may seek access to, or correction of, personal information that Harcourts holds about you, how you can complain to Harcourts if you believe your privacy rights have been breached, and how Harcourts will handle your complaint.

If you would like further information, please contact Harcourts' Privacy Officer on +61 7 3839 3100 or at privacy@harcourts.com.au.

Signature of Applicant 1 _____

Date ____ / ____ / ____

Signature of Applicant 2 _____

Date ____ / ____ / ____

NOTICE TO ALL TENANCY APPLICANTS **100 POINT IDENTIFICATION**

Prior to any Tenancy Application being considered, each applicant is required to produce sufficient identification that totals 100 points. Should you have difficulties providing this identification please advise us prior to completing your application.



DRIVERS LICENCE	40 POINTS*	
PASSPORT	40 POINTS*	
PROOF OF AGE	40 POINTS*	
CURRENT PAY SLIPS	30 POINTS	
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TENANCY HISTORY LEDGER	30 POINTS	
BIRTH CERTIFICATE	30 POINTS	
RENTAL BOND RECEIPT	20 POINTS	
PREVIOUS TENANCY AGREEMENT	20 POINTS	
MEDICARE CARD	20 POINTS	
AUSTRALIAN CITIZENSHIP	20 POINTS	
CREDIT CARD	20 POINTS	
BANK OR CREDIT CARD STATEMENTS	20 POINTS (each)	
MOTOR VEHICLE REGISTRATION	15 POINTS	
TELEPHONE ACCOUNT	15 POINTS	
ELECTRICITY ACCOUNT	15 POINTS	
GAS ACCOUNT	15 POINTS	
PENSION CARD	15 POINTS	
HEALTH CARE CARD	15 POINTS	

PLEASE NOTE: You must provide one form of identification that has an asterisk (*) marked next to it.