

## Residential Tenancy Application Form

Please fully complete each page of this form for your application to be processed.

### Rental Property

Address of Property: \_\_\_\_\_

### Tenancy Requirements

**Length of Tenancy** \_\_\_\_\_ months **Rent \$** \_\_\_\_\_ per week **Commencement Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

### Applicant Details

#### APPLICANT 1

Mr  Mrs  Miss  Ms  Other  Dr

Surname: \_\_\_\_\_

Given Name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

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

Home Ph: \_\_\_\_\_ Work Ph: \_\_\_\_\_

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

Email: \_\_\_\_\_

Drivers Licence No: \_\_\_\_\_ State of Issue: \_\_\_\_\_

Passport No: \_\_\_\_\_ Country: \_\_\_\_\_

Pension no: \_\_\_\_\_ Type: \_\_\_\_\_

#### APPLICANT 2

Mr  Mrs  Miss  Ms  Other  Dr

Surname: \_\_\_\_\_

Given Name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

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

Home Ph: \_\_\_\_\_ Work Ph: \_\_\_\_\_

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

Email: \_\_\_\_\_

Drivers Licence No: \_\_\_\_\_ State of Issue: \_\_\_\_\_

Passport No: \_\_\_\_\_ Country: \_\_\_\_\_

Pension no: \_\_\_\_\_ Type: \_\_\_\_\_

### Occupancy Details

Names and ages of those permanently residing at the property:

1 \_\_\_\_\_ 2 \_\_\_\_\_

3 \_\_\_\_\_ 4 \_\_\_\_\_

### UTILITY CONNECTIONS



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:

- Electricity     Gas     Phone     Internet     Pay TV  
 Insurance     Cleaning     Removals     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:

- Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
- 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
- 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.
- Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
- 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.
- 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)

**Occupancy Details (cont'd)**

Details of any pets (please include Breed, Age & Council Registration No):

1. \_\_\_\_\_
2. \_\_\_\_\_

**Current & Previous Employment****APPLICANT 1**

Current Employer: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Ph: \_\_\_\_\_

Your Occupation: \_\_\_\_\_

Length of Employment: \_\_\_\_\_

Nett Income: \_\_\_\_\_ per week

Previous Employer: \_\_\_\_\_

Contact Ph: \_\_\_\_\_

Length of Employment: \_\_\_\_\_

**APPLICANT 2**

Current Employer: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Ph: \_\_\_\_\_

Your Occupation: \_\_\_\_\_

Length of Employment: \_\_\_\_\_

Nett Income: \_\_\_\_\_ per week

Previous Employer: \_\_\_\_\_

Contact Ph: \_\_\_\_\_

Length of Employment: \_\_\_\_\_

**Current & Previous Rental Details**

Current Landlord/Agent: \_\_\_\_\_

Contact Ph: \_\_\_\_\_

Current Rent \$ \_\_\_\_\_ per week:

Duration at this address? \_\_\_\_\_

Previous Landlord/Agent: \_\_\_\_\_

Contact Ph: \_\_\_\_\_

Rent \$ \_\_\_\_\_ per week:

Duration at this address? \_\_\_\_\_

Current Landlord/Agent: \_\_\_\_\_

Contact Ph: \_\_\_\_\_

Current Rent \$ \_\_\_\_\_ per week:

Duration at this address? \_\_\_\_\_

Previous Landlord/Agent: \_\_\_\_\_

Contact Ph: \_\_\_\_\_

Rent \$ \_\_\_\_\_ per week:

Duration at this address? \_\_\_\_\_

**Personal & Business references (not relatives)**

Name: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_

Name: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_

Name: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_

Name: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_

**Emergency Contact Details**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

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

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

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

**PLEASE NOTE:**

THESE PREMISES ARE SMOKE FREE INSIDE.

## 100 Point Check

This application will not be processed until 100 points have been achieved by the applicant

Last 4 rent receipts	(50 points)	<input type="checkbox"/>	Reference from owner/landlord	(20 points)	<input type="checkbox"/>
Drivers licence	(50 points)	<input type="checkbox"/>	Copy of birth certificate	(10 points)	<input type="checkbox"/>
Photo ID	(40 points)	<input type="checkbox"/>	Utility bills/bank statements	(10 points)	<input type="checkbox"/>
Passport	(40 points)	<input type="checkbox"/>	Current motor vehicle registration	(10 points)	<input type="checkbox"/>

## Payment Details

How will you pay your bond?  Own funds  Borrowed Funds  SA Housing Trust

How will you pay your initial rent  Own funds  Borrowed Funds  SA Housing Trust

**Personal Cheques will not be accepted for the bond unless they have time to clear (5 full working days)**

Property rental

\$  Per week OR \$  per month

First payment of rent two weeks in advance

Rental bond 4 / (6 weeks if rent more than \$250 per week)

Sub total (payable before possession of property)

\$ <input type="text"/>
\$ <input type="text"/>
\$ <input type="text"/>

Payment Method:  Direct or Internet Banking  Bpay  Cheque or Money Order

## Declaration

The applicant acknowledges:

1. that the landlords insurance will not cover the tenant's contents and it is advised that the tenant should obtain contents and public liability insurance.
2. that the terms and conditions were available at the time of applying as these form part of the tenancy agreement and the tenant agrees with these terms and conditions.
3. that upon being advised of approval of this application by the agent a legal tenancy agreement is created and if the tenant(s) choose not to proceed, the agent will begin procedures to relet the property and MAY choose to recover costs incurred from the reletting as set down by the Residential Tenancies Act 1995.
4. That unless agreed otherwise the tenant shall be liable for all water costs pertaining to the property as per SA Water calculations. Costs to be calculated on a daily basis.
5. Please Note: Our tenancy agreements contain a special clause stating: **NO SMOKING INSIDE THE PREMISES**

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;

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)

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.

If there is any inconsistency between the terms of this Application and the Residential Tenancy Agreement, the terms of the Residential Tenancy Agreement prevail.

**Privacy Act 1988-** The personal information the Applicant provides in this Application or collected from other sources is necessary for the Agent to verify the Applicant's identity to process and evaluate the Application and to manage the tenancy. Personal information collected about this Applicant in this Application and during the course of the tenancy (if this Application is approved) may be disclosed for the purpose for which it was collected to other parties including to the Landlord, referees, other agents, and third party operators of residential tenancy databases. Information already held on Residential Tenancy Databases may also be disclosed to the Agent and/or landlord. If the Applicant enters into a Residential Tenancy Agreement, and if the Applicant fails to comply with their obligations under that Agreement, this fact and other relevant personal information collected about the Applicant during the course of the tenancy may also be disclosed to the Landlord or, third party operators of residential tenancy databases and or other agents.

**Applicant Acknowledges the Agent's disclosure of the use of Residential Tenancy Database**

TICA - PO Box 120 Concord NSW 2137 or Telephone 190 222 0346

NTD- GPO Box 13294 George St, Brisbane Qld 4003, Telephone 1300 563 826, or [www.ntd.net.au](http://www.ntd.net.au)

Signature of applicant 1 \_\_\_\_\_ Date...../...../..... Signature of applicant 2 \_\_\_\_\_ Date...../...../.....

Property Manager name: Leah Gill Date...../...../.....