

**Residential Tenancy Application Form**

Proposed Rental Property Address: \_\_\_\_\_ Postcode \_\_\_\_\_ Application Date \_\_\_\_\_  
 Rent Per Week: \$ \_\_\_\_\_ Bond: \$ \_\_\_\_\_ Have you inspected the property? YES / NO (circle) Will you be seeking a DOH Bond Loan? Y / N  
 Length of tenancy you require: \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Date you wish for tenancy to commence: \_\_\_\_\_  
 How many tenants will occupy the property? Adults: \_\_\_\_\_ Children / Dependents: \_\_\_\_\_ How Many Cars/Vehicles will be at property?: \_\_\_\_\_  
 Do you have other rental applications currently pending through other Agencies? YES / NO How Many? \_\_\_\_\_  
 Pets: Yes / No (Circle) How Many? \_\_\_\_\_ Type/s: \_\_\_\_\_ Breed/s? \_\_\_\_\_ Registered? Yes / No

**1st APPLICANT**

Title \_\_\_\_\_ First Name \_\_\_\_\_  
 Last Name \_\_\_\_\_ Smoker Yes / No \_\_\_\_\_  
 Other Names: (Maiden, Married etc) \_\_\_\_\_  
 Date Of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Age (Years / Months) \_\_\_\_\_  
 Drivers Licence No. \_\_\_\_\_ State \_\_\_\_\_  
 Passport No. \_\_\_\_\_ Mobile Ph \_\_\_\_\_  
**Email** \_\_\_\_\_  
**Marital status: Single Married De Facto Friends Relatives (circle)**

**CURRENT ADDRESS**

Address \_\_\_\_\_ Rent p/w \_\_\_\_\_  
 Suburb \_\_\_\_\_ Postcode \_\_\_\_\_  
 How Long at current address? \_\_\_\_\_ years \_\_\_\_\_ months  
 Reason for leaving: \_\_\_\_\_  
 Do you own this property? Yes / No (circle) Mortgaged? Yes / No \_\_\_\_\_  
 If renting:  private landlord  Real Estate Agent  Living with family  
 (tick 1)  Onsite Manager  Share accommodation  Rooming  
 Landlord or Agency Name: \_\_\_\_\_  
 Contact Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Email \_\_\_\_\_

**PREVIOUS ADDRESS**

Address \_\_\_\_\_ Rent p/w \_\_\_\_\_  
 Suburb \_\_\_\_\_ Postcode \_\_\_\_\_  
 How Long at current address? \_\_\_\_\_ years \_\_\_\_\_ months  
 Reason for leaving: \_\_\_\_\_  
 Do you own this property? Yes / No (circle) Mortgaged? Yes / No \_\_\_\_\_  
 If renting:  private landlord  Real Estate Agent  Living with family  
 (tick 1)  Onsite Manager  Share accommodation  Rooming  
 Landlord or Agency Name: \_\_\_\_\_  
 Contact Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Email \_\_\_\_\_

**EMPLOYMENT DETAILS**

Occupation \_\_\_\_\_ Work No. \_\_\_\_\_  
 Employers Business Name \_\_\_\_\_  
 Employment Suburb \_\_\_\_\_  
 HR or Pay Department Ph \_\_\_\_\_ Fax \_\_\_\_\_  
 HR or Pay Department Email: \_\_\_\_\_  
 Length Of Employment \_\_\_\_\_ Type? Eg Full time \_\_\_\_\_  
 Net Income \$ \_\_\_\_\_ per week / fortnight / month (circle)  
**Are you Self Employed? Yes / No ABN:** \_\_\_\_\_  
 Accountant Name: \_\_\_\_\_ Ph: \_\_\_\_\_  
 Accountant Fax & or email \_\_\_\_\_

**STUDY** Are you a Student? Yes / No Full / Part Time (circle)  
 Course \_\_\_\_\_ Campus \_\_\_\_\_

**2nd APPLICANT**

Title \_\_\_\_\_ First Name \_\_\_\_\_  
 Last Name \_\_\_\_\_ Smoker Yes / No \_\_\_\_\_  
 Other Names: (Maiden, Married etc) \_\_\_\_\_  
 Date Of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Age (Years / Months) \_\_\_\_\_  
 Drivers Licence No. \_\_\_\_\_ State \_\_\_\_\_  
 Passport No. \_\_\_\_\_ Mobile Ph \_\_\_\_\_  
**Email** \_\_\_\_\_  
**Marital status: Single Married De Facto Friends Relatives (circle)**

**CURRENT ADDRESS**

Address \_\_\_\_\_ Rent p/w \_\_\_\_\_  
 Suburb \_\_\_\_\_ Postcode \_\_\_\_\_  
 How Long at current address? \_\_\_\_\_ years \_\_\_\_\_ months  
 Reason for leaving: \_\_\_\_\_  
 Do you own this property? Yes / No (circle) Mortgaged? Yes / No \_\_\_\_\_  
 If renting:  private landlord  Real Estate Agent  Living with family  
 (tick 1)  Onsite Manager  Share accommodation  Rooming  
 Landlord or Agency Name: \_\_\_\_\_  
 Contact Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Email \_\_\_\_\_

**PREVIOUS ADDRESS**

Address \_\_\_\_\_ Rent p/w \_\_\_\_\_  
 Suburb \_\_\_\_\_ Postcode \_\_\_\_\_  
 How Long at current address? \_\_\_\_\_ years \_\_\_\_\_ months  
 Reason for leaving: \_\_\_\_\_  
 Do you own this property? Yes / No (circle) Mortgaged? Yes / No \_\_\_\_\_  
 If renting:  private landlord  Real Estate Agent  Living with family  
 (tick 1)  Onsite Manager  Share accommodation  Rooming  
 Landlord or Agency Name: \_\_\_\_\_  
 Contact Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Email \_\_\_\_\_

**EMPLOYMENT DETAILS**

Occupation \_\_\_\_\_ Work No. \_\_\_\_\_  
 Employers Business Name \_\_\_\_\_  
 Employment Suburb \_\_\_\_\_  
 HR or Pay Department Ph \_\_\_\_\_ Fax \_\_\_\_\_  
 HR or Pay Department Email: \_\_\_\_\_  
 Length Of Employment \_\_\_\_\_ Type? Eg Full time \_\_\_\_\_  
 Net Income \$ \_\_\_\_\_ per week / fortnight / month (circle)  
**Are you Self Employed? Yes / No ABN:** \_\_\_\_\_  
 Accountant Name: \_\_\_\_\_ Ph: \_\_\_\_\_  
 Accountant Fax & or email \_\_\_\_\_

**STUDY** Are you a Student? Yes / No Full / Part Time (circle)  
 Course \_\_\_\_\_ Campus \_\_\_\_\_

**EXTRA INCOMES: Centrelink / Austudy / Child Support / Other**

Type \_\_\_\_\_ \$ \_\_\_\_\_ fortnight / month (circle)

Type \_\_\_\_\_ \$ \_\_\_\_\_ fortnight / month (circle)

**REFEREE - 1<sup>ST</sup> APPLICANT**

Referee Name \_\_\_\_\_

Phone \_\_\_\_\_ Relationship \_\_\_\_\_

**EMERGENCY CONTACT DETAILS – 1<sup>ST</sup> APPLICANT**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

**EXTRA INCOMES: Centrelink / Austudy / Child Support / Other**

Type \_\_\_\_\_ \$ \_\_\_\_\_ fortnight / month (circle)

Type \_\_\_\_\_ \$ \_\_\_\_\_ fortnight / month (circle)

**REFEREE – 2<sup>ND</sup> APPLICANT**

Referee Name \_\_\_\_\_

Phone \_\_\_\_\_ Relationship \_\_\_\_\_

**EMERGENCY CONTACT DETAILS – 2<sup>ND</sup> APPLICANT**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

**APPLICANTS - LIST ALL NAMES OF OCCUPANTS WHO ARE TO RESIDE AT THE PROPERTY (include children, dependents, family, friends)**

Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship \_\_\_\_\_

**The Following Documents Should Be Enclosed With Your Application****DOCUMENTS ARE TO BE COPIED AND ATTACHED TO YOUR APPLICATION BEFORE SUBMITTING IT**Drivers Licence  Passport (if you have one)  Medicare Card  Centrelink & or Child Support Statement Employment - Most recent 3 Pay Slips  Letter Of Employment (if starting a new job)  Last Financial Year Statement (if self employed) Last Electricity / Phone Bill  Tenant Ledger/s  Last Rates Notice (if home owner)  Last Rental Statement (if investment home owner) **INCOMPLETE APPLICATIONS:** Please note that incomplete Rental Applications may not be processed or may hinder the process.**ACCEPTANCE:** Should your application be approved, you will be required to sign a lease & pay 4 weeks bond + 2 weeks rent upon acceptance.**DECLARATION OF AUTHORITY**

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 authorize 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 my tenancy history; I am aware that I may access my personal information by contacting – TICA: 1902 220 346 TRA: (02) 9363 9244 NTD: 1300 563 826

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) Complete a tenancy history check with TICA

**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.**

Printed Name Applicant 1:

Signature Applicant 1:

Date

Printed Name Applicant 2:

Signature Applicant 2:

Date

**Utility connections - A FREE of charge service to help connect you** [www.realestate.com.au/connect](http://www.realestate.com.au/connect)

Step 1 Choose service <input checked="" type="checkbox"/>	Step 2 Choose provider <input checked="" type="checkbox"/>	Step 3 Requested connection date
<input type="checkbox"/> <b>Electricity</b> <input type="checkbox"/> <b>Gas</b> <input type="checkbox"/> <b>Phone</b> <input type="checkbox"/> <b>Internet</b> <input type="checkbox"/> <b>Pay TV</b>	<div style="display: flex; align-items: center;"> <div style="margin-right: 10px;">} Origin</div> <input type="checkbox"/> <div style="margin-left: 20px;">AGL</div> <input type="checkbox"/> </div> <div style="display: flex; align-items: center;"> <div style="margin-right: 10px;">} Telstra</div> <input type="checkbox"/> </div> <div style="display: flex; align-items: center;"> <div style="margin-right: 10px;">} Telstra</div> <input type="checkbox"/> </div> <div style="display: flex; align-items: center;"> <div style="margin-right: 10px;">} Foxtel</div> <input type="checkbox"/> </div>	<input type="text" value="DD/MM/YYYY"/> <input type="text" value="DD/MM/YYYY"/> <input type="text" value="DD/MM/YYYY"/> <input type="text" value="DD/MM/YYYY"/> <input type="text" value="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.

### 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 and/or telecommunications services for your new residence. 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.

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

<b>Retailer contact details</b>	<p><b>Origin Energy Ltd.</b>                  Level 7, 321 Exhibition St Melbourne VIC 3000                  Ph: 132 463 Fax: 1800 132 463                  Email: enquiry@originenergy.com.au                  This market retail contract is: <b>Origin Supply</b>                  Electricity and/or Dual Fuel Plan.</p> <p>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.</p>
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<b>Retailer contact details</b>	<p><b>AGL Energy Limited</b>                  L22, 120 Spencer Street Melbourne VIC 3000                  Phone: 131 245 Fax: (03) 8633 6002                  Email: enquiries@agl.com.au                  This market retail contract is: <b>AGL Freedom</b>                  Electricity and/or Dual Fuel Plan.</p> <p>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.</p>
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<b>Tariffs and charges</b>	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.
<b>Contract term</b>	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.
<b>Billing and payment arrangements</b>	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.
<b>Concessions or rebates</b>	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.
<b>Service levels</b>	The service will comply with all laws and regulatory requirements applicable in the state or territory in which the supply address is located.
<b>Cooling off period</b>	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.
<b>Electronic transactions</b>	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.
<b>Complaints</b>	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 by you in this 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/Purchaser Signed	Co-Tenant/Co-Purchaser (if any) Signed	Date
X	X	DD/MM/YYYY

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 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](http://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](http://www.realestate.com.au/privacy) and these terms and conditions.