

## APPLICATION FOR RESIDENTIAL TENANCY

All 4 pages of this application must be competed in full and signed in order to process your application

<b>This application is for rental property:</b>	
Preferred date of occupation:    /    /	<i>this date is subject to negotiation with the landlord</i>
Rental Amount Offered: \$	<i>this amount is subject to negotiation with the landlord</i>
Lease Term:	<i>the lease term is subject to negotiation with the landlord</i>

### APPLICANTS DETAILS (each applicant must complete a separate application form)

Name:		D.O.B.    /    /	
Contact No. (H)	(BH)	(Mobile)	
Email Address:			
No. of dependants to reside in property:		Age of dependants:	Total occupants:
Drivers License No:		Passport No:	
Pets (check with agent)	<input type="checkbox"/> YES <input type="checkbox"/> No	If <input checked="" type="checkbox"/> Yes, list the no. type & breed:	
Are you a smoker?	<input type="checkbox"/> YES <input type="checkbox"/> NO		
Full Names of other applicants to reside in the property			

### CURRENT DETAILS

Address:			
Is this address	<input type="checkbox"/> Rented	<input type="checkbox"/> Owned	<input type="checkbox"/> Living with friends/family
If <input checked="" type="checkbox"/> Rented how much rent do you pay?		\$                      per week	
Name of Real Estate, Lessor or Agent if Sold:			
Address of R/E, Lessor or Agent			
Phone:	Fax:	Contact Person:	
Period of Occupancy:    /    /    to    /    /		Reason for Leaving:	

### PREVIOUS DETAILS

Address:			
Is this address	<input type="checkbox"/> Rented	<input type="checkbox"/> Owned	<input type="checkbox"/> Living with friends/family
If <input checked="" type="checkbox"/> Rented how much rent do you pay?		\$                      per week	
Name of Real Estate, Lessor or Agent if Sold:			
Address of R/E, Lessor or Agent			
Phone:	Fax:	Contact Person:	
Period of Occupancy:    /    /    to    /    /		Reason for Leaving:	
Was the bond refunded in full?	<input type="checkbox"/> YES <input type="checkbox"/> NO	If <input checked="" type="checkbox"/> No, why?	

OFFICE USE ONLY - CURRENT RENTAL REFERENCE (PM:            )		OFFICE USE ONLY - PREVIOUS RENTAL REFERENCE (PM:            )	
Contact Person:		Contact Person:	
Rental Payments:		Rental Payments:	
Condition of Property:		Condition of Property:	
Other Information:		Other Information:	
Recommended:	<input type="checkbox"/> YES <input type="checkbox"/> NO	Recommended:	<input type="checkbox"/> YES <input type="checkbox"/> NO

## PERSONAL REFERENCES *(May not include relatives, this must be completed in full)*

(1) Name:	Relationship:
Address:	Contact No:
(2) Name:	Relationship:
Address:	Contact No:

Next of Kin, or other person to contact in case of an emergency:	
Address:	Contact No:

## EMPLOYMENT DETAILS *(all income is net or take home per week or per month)*

Occupation:	Period of employment:	
Employer:	Wage: \$                      per week	\$                      per month
Address:	Phone:	
<input type="checkbox"/> Full time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Casual (                      hours per week)

## PREVIOUS EMPLOYMENT DETAILS *(If less than 2 years at current employment)*

Occupation:	Period of employment:	
Employer:	Wage: \$                      per week	\$                      per month
Address:	Phone:	
<input type="checkbox"/> Full time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Casual (                      hours per week)
Self Employed	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Name of Business:		
Address:		
Phone No:	ABN:	Wage \$
Accountant Name: <i>must be provided if self employed</i>		
Contact No :		

OFFICE USE ONLY – CURRENT EMPLOYMENT REFERENCE (PM:    )	OFFICE USE ONLY – PREVIOUS EMPLOYMENT REFERENCE (PM:    )
Contact Person:	Contact Person:
Recommended: <input type="checkbox"/> YES <input type="checkbox"/> NO	Recommended: <input type="checkbox"/> YES <input type="checkbox"/> NO

## OTHER INCOME DETAILS *(proof of income such as a bank statement will be required if employment details are blank)*

Student:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	Student ID No.
Overseas Student	<input type="checkbox"/> YES	<input type="checkbox"/> NO	Student ID No.                      Visa Expiry Date:    /    /
Name of College, TAFE, UNI:			
Course Studied:			
Student Government Allowance	\$	Unemployment Allowance	\$
Pensioner Government Allowance	\$	Other (savings/investments)	\$

I, the applicant declare that I have physically inspected the property and accept the property in its current condition

YES     NO    If no, provide details: \_\_\_\_\_

I, the applicant agree that should this application be accepted that I, the applicant agree to secure the said premises by paying the required full bond amount within 48 hours of acceptance.

YES     NO    Signed: \_\_\_\_\_

## Terms & Conditions Authority & Privacy Disclaimer

**Applicants Name:** \_\_\_\_\_

I, the applicant, do solemnly and sincerely declare that the information I have provided is true and correct at the time of submission and has been supplied of my own free will. I, the applicant, understand that Hamton Real Estate Services acting as the Agent for the lessor have collected this information for the specific purpose of checking identification, character, credit worthiness and determining if I, the applicant, will be a suitable tenant for the property.

INITIAL \_\_\_\_\_

I, the applicant agree that I will not be entitled to occupation of the premises until such time that:

- 1) Vacant possession is provided by the current occupant of the premises.
- 2) The tenancy agreement is signed by all approved applicants.
- 3) Payments of all monies due are paid by the applicant and the funds have cleared prior to the occupation of the premises

INITIAL \_\_\_\_\_

I, the applicant agree that acceptance of this application is subject to a satisfactory report as to my credit worthiness. I understand that Hamton Real Estate Services acting as the Agent on behalf of the landlord are bound by the provisions set out under the *Privacy Act 2003* and the *National Privacy Principles*. Authority is hereby granted to the Hamton Real Estate Services to check credit references, employment details, previous and current rental references, database agencies, personal references and any other searches which may verify the information provided by me. I, the applicant also authorise Hamton Real Estate Services to give information to the lessor of the property, credit providers, insurance providers, other agents, salespeople, database agencies, references named in this application or any other third party who would have a beneficial interest relating to a tenancy matter and understand this information can include details about my tenancy, credit worthiness, credit standing, credit history or credit capacity. Once a tenancy agreement has been entered into, I agree that should I fail to comply with my obligations under the Tenancy Agreement, that the failure may be disclosed to third party operators such as a tenant default registry and/or other Agents.

INITIAL \_\_\_\_\_

I, the applicant acknowledge that Hamton Real Estate Services on behalf of the owner, may use any of the following Tenancy Databases to check credit references, previous and current rental history. I, the applicant, acknowledge that Hamton Real Estate Services on behalf of the owner my lodge my details with any of the tenancy databases listed below at the conclusion of my tenancy under any of the categories listed below:

- causing malicious damage to premises
- recommended tenant
- endangering the safety of occupiers of neighbouring premises
- non-payment of rent
- failing to comply with a tribunal order
- using the premises for an illegal purpose
- assigning or sub-letting without the landlord's consent, and
- because of the breach, they either owe the landlord an amount more than the bond; or the Victorian Civil and Administrative Tribunal (VCAT) has made a possession order.

### Tenancy Databases:

NTD	1300 526 836	<a href="http://www.ntd.net.au">www.ntd.net.au</a>	BARCLAY MIS	1300 220 346	<a href="http://www.barclaymis.com.au">www.barclaymis.com.au</a>
TICA	1902 220 346	<a href="http://www.tica.com.au">www.tica.com.au</a>	TRA	1902 220 346	<a href="http://www.tradingreference.com">www.tradingreference.com</a>
RP DATA	1300 734 318	<a href="http://www.rpdata.com">www.rpdata.com</a>			

INITIAL \_\_\_\_\_

Should this application be successful and acceptance is communicated, I, the applicant, agree to that full bond amount shall be paid within 48 hours of acceptance and acknowledge that the tenancy is not secured until the bond has been paid and all documentation signed. In the event my application is unsuccessful, I, the applicant accept that Hamton Real Estate Services is not legally obligated to disclose the reasons why my application was unsuccessful. I agree that in this event my details will be retained for a period of one month and then will be destroyed.

INITIAL \_\_\_\_\_

**APPLICANTS SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**AGENT TO WITNESS:** \_\_\_\_\_ **DATE:** \_\_\_\_/\_\_\_\_/\_\_\_\_

## connectnow.

### A Free Service Disconnecting & Reconnecting Your Utilities Has Never Been Easier!

When you vacate a property it is your responsibility to disconnect the utilities. connectnow is a simple and convenient time saving service assisting you to disconnect and reconnect your Electricity, Gas, Water, Phone, Internet and Pay-TV to a choice of Australia's leading providers.

Simply fill in your details below and connectnow will make all reasonable efforts to contact you within one working day of receiving an application. If we unable to contact you within this period please call 1300 554 323 to ensure connection and disconnection can be completed by your requested date.

Dr  Mr  Mrs  Miss  Ms

Surname \_\_\_\_\_ Given Name/s \_\_\_\_\_

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Drivers Licence No \_\_\_\_\_ State Issued \_\_\_\_\_

Home Ph \_\_\_\_\_ Work Ph \_\_\_\_\_ Mobile \_\_\_\_\_ Email \_\_\_\_\_

Vacating Property Address \_\_\_\_\_ Post Code \_\_\_\_\_

Disconnect utilities on \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (we will contact you to confirm details before disconnecting)

*When we contact you, please have your electricity, gas and phone account numbers ready. Note: We can only disconnect a Telstra or Optus phone line, and only when connecting a phone line at another property*

New Property Address \_\_\_\_\_ Post Code \_\_\_\_\_

Reconnect utilities on \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (we will contact you to arrange connections at the new property)

#### DECLARATION:

I consent to connectnow Pty Ltd A.C.N. 79 097 398 662 arranging for the connection and disconnection of the nominated home services and to providing information contained in this application to the service providers. I agree that neither connectnow nor the Agent accepts liability for loss caused by delay in, or failure to connect/disconnect or provide the nominated services. The service will be activated according to the applicable regulations, service provider time frames and terms and conditions once the client has agreed to use the chosen service provider. I authorise the obtaining of a National Metering Identifier (N.M.I.) on my address to obtain supply details. If the power has been disconnected, it is the responsibility of the Tenant to ensure that the Main Electricity Switch is in the "Off Position" between 7am & 7pm on the day connection is required. While the connectnow service is FREE, standard service provider connection fees and charges still apply. You pay NO extra charges as a result of using the connectnow service. I acknowledge that the terms and conditions of the service provider bind me and that after hours connections may incur additional service fees from service providers. I acknowledge that connectnow will be paid a fee by the service provider and will be paying a fee to the Agent for the service being provided to me. Note: Disconnection and Connection of your utilities will only be initiated once a representative has discussed your connection with you and obtained your consent to the terms and conditions of the relevant utility service provider(s).

Signed: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Nicole Wiseman  
ID: 7986