

1 Select apartment **Tick property applying for**

<input type="checkbox"/> Box Hill, 6 John St	<input type="checkbox"/> Burwood, 51 Station St	<input type="checkbox"/> Burwood, 308 Burwood Hwy	<input type="checkbox"/> Hawthorn, 1 Queens Ave
<input type="checkbox"/> Box Hill, 6 Bruce St	<input type="checkbox"/> Burwood, 1 Delany Ave	<input type="checkbox"/> Burwood, 390 Burwood Hwy	<input type="checkbox"/> Hawthorn, 71 Riversdale Rd
<input type="checkbox"/> Box Hill, 14 Spring St	<input type="checkbox"/> Burwood, 216 Burwood Hwy	<input type="checkbox"/> Camberwell, 234 Warrigal Rd	<input type="checkbox"/> Hawthorn, 2 Eastern Place
<input type="checkbox"/> Box Hill, 484 Elgar Rd	<input type="checkbox"/> Burwood, 224 Burwood Hwy		

2 Type of Accommodation (Please Circle)

7 Discovered By (Please tick)

Single / Couples **Shared Accommodation**
 or
 Studio / 1 Bedroom 2, 3 or 4 Bedrooms

Lease Details

Rent \$ Weekly
 \$ Monthly
 Bond \$ To be lodged with the RTBA
Start Date:

Lease end options:

Jan 2013 Feb 2013 June 2013

3 Applicants Name

Title (please circle) Mr/Mrs/Ms
 First Name
 Family Name

Gender – Male / Female

Current Address
 Date of Birth
 E-mail Address
 Mobile Phone No
 Other Contact

4 Identification

Driver License No State
 Passport No
 Country of Issue

5 Education Details

Name of University
 Campus
 Student Card No
 Course
 What Year of Study? (please circle)
 1st 2nd 3rd 4th

English Language Study Abroad/ Exchange
 Foundation Year Undergrad Post Graduate
 Other

6 Documents Attached (Copies)

Student Card or Letter Offer Passport or Driver License
 Bank Statement and/or Parental Guarantee

Please complete

Web Sites www.s-h-a.com.au
 www.realestate.com.au
 www.domain.com.au
 University Web Site
 SHA Facebook
 Education Agents (name)
 Uni Housing Officer (name)
 Signage On building
 SHA Brochure
 Melbourne Airport Student Welcome Desk
 Other (name)

Have you rented through SHA previously?

Yes No

8 Rental History in Australia

Name of Agent/Owner
 Property Address
 Contact
 Phone No.
 Length of Stay Rental Amount \$

9 Emergency Contact – Overseas Home Contact/Address

Parent / Guardian
 Country
 Phone
 E-mail
 Residential Address
 Fax

10 Service Connections – more information on next page

I wish to have the following services connected for the term of lease agreement and connected when I move in.

Yes – I understand and agree to the intermediary electricity connection (71 Riversdale Rd & 234 Warrigal Rd - only)

11 Signature

I/we have read & accept the terms and conditions of the privacy statement attached.

12 Dated

Intermediary Sale of Utility Agreement



Electricity Agreement

- I/We apply for electricity to be supplied to the Supply Address and sold to me/us from the Agreement Start Date to the Agreement End Date under these terms and conditions.
- I/We agree to pay the Exempt Retailer the electricity charges as set by the Exempt Retailer in relation to the supply and usage of electricity to the Supply Address. At the date of this Agreement, the applicable tariffs ("Initial Tariffs") are as stated below.
- I/We acknowledge that the Exempt Retailer's charges may be changed from time to time. I/we understand that such new charges shall be notified to me/us at least 14 days in advance by way of the periodic utility usage statement issued to me/us, with such change taking effect in the first full billing period following the provision of such notice. The charges shall not at any time exceed the applicable standard tariff of any electricity retailer as published from time to time in the Victorian Government Gazette plus any applicable connection and distribution fees. I/we also agree to pay the Exempt Retailer the infrastructure and services charge specified in each periodic statement, being the Exempt Retailer's costs of supplying electricity to the supply address.
- I/We acknowledge that the Exempt Retailer may take whatever action is permissible under the Energy Retail Code if I/We fail to pay for the supply of electricity to the Supply Address or for electricity used at the Supply Address. This may include arranging disconnection of the supply of electricity to their Supply Address.
- I/We understand that, in the event we fail to pay an account or otherwise fail to comply with this Agreement, I/We may be liable to the exempt Retailer for fees and charges incurred by it associated with dishonoured payments, for a late payment fee, disconnection and/or disconnection and reconnection charges (where applicable), in addition to an administration charge covering any other costs incurred by the Exempt Retailer.
- I/We agree that the Exempt Retailer may give information about me/us to any credit reporting agency to obtain consumer/commercial credit report about me/us or to allow a credit reporting agency to create or maintain a credit information file containing information about me/us, listing defaults and exchanging information with other credit providers (under Section 18F(E)(1) and 18(K) of the Privacy Act 1988)
- I/We acknowledge that I/we are responsible for the electricity used at the Supply Address until such time that I/we give the exempt retailer a notice of the date on which I/we intend to, did vacate, the Supply Address and a forwarding address to which a final bill may be sent or when I/we vacate the Supply Address (which ever occurs last), If no notification has been provided to the Exempt Retailer, I/we understand that I/we will be responsible for any charges incurred until the date that the Exempt Retailer is advised.
- I/we acknowledge that accounts sent to the above specified billing address shall be considered properly delivered until such time as I/we notify the Exempt Retailer of a change.
- I/we acknowledge that the Exempt Retailer will not be responsible for any failure of supply or the quality or frequency of electricity supplied to the supply address or the continuity of the delivery of electricity.
- I/We agree to take reasonable precautions to minimise the risk of loss or damage to our equipment, premises and business which may result from poor quality or reliability of supply.
- I/we indemnify the Exempt Retailer and will keep them indemnified and hold them harmless against any liability which arises from the supply or use of electricity by me/us beyond the Supply Points connected to the electrical network caused by our failure to comply with any obligations associated or arising out of this agreement.
- I/we acknowledge that this Agreement may be terminated in accordance with the provisions of the Energy Retail Code.
- I/We acknowledge that I am/we are bound by those terms and conditions of the Energy Retail Code applicable to customers (as amended from time to time). The Exempt Retailer will comply with the provisions of the Energy Code as if it were a retailer
- A notice served on the Exempt Retailer under this Agreement shall be deemed valid if in writing, addressed to Student House Australia and left at their address or sent by prepaid post to their address or sent by facsimile to their facsimile number.
- I/we confirm that we have received a copy of the electrical customer charter.

Site	Connection & Disconnection Fee	Victorian Government Gazetted Tariff	Supply Charge
234 Warrigal Rd, Camberwell 71 Riversdale Rd, Hawthorn	\$23.32 + GST	12.54 cents c/kWh +GST for the 1 st 340kWh per month then 13.32 cents c/kWh + GST	\$11.39 + GST per month

Confirmation of Services

Name (please print)
Property Address
Signature
Dated

Privacy Statement



STUDENT HOUSING AUSTRALIA

Due to recent changes in the Privacy Laws, from December 21, 2001 all property managers must ensure that you fully understand the National Privacy Principles and the manner in which we must use your private information in order to carry out our role as professional property managers. Please take the time to read this Privacy Statement carefully, and once completed, return it to this office with your tenancy application.

As professional property managers Student Housing Australia collects personal information about you. To ascertain what personal information we have about you, you can contact us at:

Student Housing Australia
271 Burwood Hwy
BURWOOD VIC 3125
Australia

Australia Wide **1300 742 000**
International **+613) 9834 2500**
Fax **+613) 9328 2822**
E-mail info@s-h-a.com.au
Web www.s-h-a.com.au

PRIMARY PURPOSE

As professional property managers, we collect your personal information to assess the risk in providing you with the lease / tenancy of the premises you have requested, and if the risk is considered acceptable, to provide you with the lease / tenancy of the premises.

To carry out this role, and during the term of your tenancy, we usually disclose your personal information to:

- The Landlord
- The Landlord's lawyer
- The Landlord's mortgagee or Referees you have nominated
- Organisations / Trades people required to carry out maintenance to the premises
- Rental Bond Authorities
- Residential Tenancy Tribunals/Courts
- Collection Agents
- TICA - National Tenancy Database Pty Ltd (ABN 84 087 400 379) (www.tica.com.au PH: 190 222 0346)
- Other Real Estate Agents & Landlords

SECONDARY PURPOSES - We also collect your personal information to:

- Enable us, or the landlord's lawyers, to prepare the lease / Tenancy documents for the premises
- Allow organisations / trades people to contact you in relation to maintenance matter relating to the premises
- Pay/release rental bonds to/from Rental Bond Authorities (where applicable)
- Refer to Tribunals, Court and Statutory Authorities (where necessary)
- Refer to TICA National Tenancy Database, Collection Agents / Lawyers (where default/ enforcement action is requires)
- Provide confirmation details for organisations contacting us on your behalf ie Banks, Utilities (Gas, Electricity, Water, Phone.), Employers etc.

If your personal information is not provided to us, and you do not consent to the use to which we put your personal information, we cannot properly assess the risk to our client, or carry out our duties as professional property managers. Consequently, we then cannot provide you with the lease / tenancy of the premises.



INTERNET CONNECTION

Allegro Networks & Student Housing Australia have teamed up to deliver you the best available student internet solution on a next generation high speed network. At your Student Housing site you will be able to connect up to 20Mbps broadband speeds with download limits that are generous enough to satisfy the most hungry internet user.

Internet connection services are provided by Allegro Networks:

Phone: 1300 858 535 Fax: +61 (07) 5574 0744

Address: GPO Box 2941 Brisbane GPO QLD 4001

Email: support@allegro.com.au

A representative from Allegro Networks will make all reasonable efforts to contact you within one working day of receiving an application. If Allegro Networks were unable to contact you within this period please call on 1300 858 535 to ensure connection is completed.

You are under no obligation to engage in Allegro Internet Services.

Privacy Statement confirmation

Name (please print)	
Property Address	
Signature	Date



STUDENT HOUSING AUSTRALIA

Application Form

PARENTAL GUARANTEE

To: **Student Housing Australia**
271 Burwood Hwy
BURWOOD VIC 3125
Australia

Australia wide 1300 742 000
International +613 9834 2500
Fax: +613 9328 2822
Email: info@s-h-a.com.au
Web www.s-h-a.com.au

We the parents of _____ do hereby consent to his / her rental of the property at _____ and furthermore guarantee that all rental payments will be made on time and in the full amount payable.

Upon vacation, we will ensure that the property is left in a clean and tidy condition according to the specifications of with the carpets being steam cleaned by a professional carpet cleaning company. Any damage to the property will also be at our cost to rectify upon notification from **Student Housing Australia**.

Name (please print)	
Contact Address	
Phone (Home)	Fax
Phone (Work)	Phone (Mobile)
Email:	
Signature	Date

Filename: SHA Application - Burwood.doc
Directory: H:\Documents\Library\Proforma\Applications\Hawthorn-Burwood
Apps
Template: C:\Users\hawthorn\AppData\Roaming\Microsoft\Templates\Norma
l.dot
Title: Application to the Residential Tenancies Tribunal
Subject:
Author: markm
Keywords:
Comments:
Creation Date: 11/07/2011 5:04:00 PM
Change Number: 7
Last Saved On: 19/10/2011 4:16:00 PM
Last Saved By: hawthorn
Total Editing Time: 10 Minutes
Last Printed On: 19/10/2011 4:17:00 PM
As of Last Complete Printing
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Number of Words: 1,996 (approx.)
Number of Characters: 11,383 (approx.)