



RESIDENTIAL TENANCY APPLICATION FORM

Please return your application to Extons Real Estate located at 106-108 Belmore Street Yarrowonga VIC 3730

Ph: 03 5743 1400 Fax: 03 5743 1445 E: info@extonsrealestate.com.au

Office Hours: 9am – 5pm Monday – Friday & 9am- 12pm Saturday

I.D INFORMATION — EACH APPLICANT MUST PROVIDE 100 POINTS OF I.D INCLUDING X1 FORM OF PHOTO I.D AND PROOF OF INCOME

Drivers Licence / Original Birth Cert (40)	Medicare/Centrelink Card (10 each)	Current Payslips (10 each)
Photo I.D – Key Pass/ Passport/ P.O.A (40)	Bank Statement / Rent Receipt (10 each)	Utility Bill/Rego Papers (10 each)

PROPERTY DETAILS

Property Address:		
Weekly Rent: \$	Start Date:	Tenancy Term: 6 MONTHS / 12 MONTHS

PERSONAL DETAILS

First Name:	Surname:	D.O.B:
Mobile Number:	Home Number:	Work Number:
Marital Status:	Do you smoke? YES / NO	Licence Number:
Licence State:	Number of Cars:	Car Rego/s:
Children: YES / NO	Ages:	Do you own a lawn mower? YES / NO

OTHER PEOPLE WHO WILL OCCUPY THE PREMISES

NAME	AGE	RELATIONSHIP	ON LEASE Y/N

DO YOU HAVE ANY PETS ? Yes / No

NAME	BREED	AGE	DESEXED

How did you find out about this property?					
Rental List	realestate.com.au	extonsrealestate.com	Referral	A Friend	Other



CURRENT RENTAL INFORMATION

Current Property Address:		
Landlord / Agency:		Contact Number:
Period Of Tenancy:	Weekly Rent: \$	Bond: \$
Did you receive any notices: YES / NO	If so what for:	
Bond Refunded: YES / NO	If not what for:	
Reason for vacating:		

PREVIOUS RENTAL INFORMATION

Property Address:		
Landlord / Agency:		Contact Number:
Period Of Tenancy:	Weekly Rent: \$	Bond: \$
Did you receive any notices: YES / NO	If so what for:	
Bond Refunded: YES / NO	If not what for:	
Reason for vacating:		

CURRENT EMPLOYMENT DETAILS

Business:		Occupation	
Business Address:			
Position:	Full Time	Part Time	Casual
Contact Person / Boss:		Contact Number:	
Length Of Employment:		Net Weekly Income: \$	

PREVIOUS EMPLOYMENT

Business:		Occupation	
Business Address:			
Position:	Full Time	Part Time	Casual
Contact Person / Boss:		Contact Number:	
Length Of Employment:		Net Weekly Income: \$	



CENTRELINK DETAILS

Centrelink Number:	Amount per week: \$
Type of Payments / Benefits Received:	

PERSONAL REFERENCES

Name:	Number:	Relationship:
Name:	Number:	Relationship:
Name:	Number:	Relationship:

NEXT OF KIN (THAT DOES NOT LIVE WITH YOU)

Name:	Number:	Email:
Address:		Relationship

UPFRONT COST INVOLVED WITH THIS APPLICATION

Please note that if your application is accepted, you will be required to pay 1 weeks rent as a holding deposit within 24 hours of being notified in order to secure the property and for us to remove the listing from the rental list. This will then be credited as rent once your lease commences. A further 2 weeks advanced rent and 1 Calendar months Bond will also be required to be paid upon the signing of your lease prior to the collection of keys.

Please note all bonds must be paid in the form of a bank cheque to the RTBA (if the property is in VIC) or the RBB (if the property is in NSW)

1 WEEKS RENT \$.....

2 WEEKS RENT \$.....

BOND \$..... (must be bank CHQ)

TOTAL \$.....

UTILITY CONNECTION/S

A Free Service to connect your utilities. We will reduce your stress and save you time by arranging your utility connections. We will contact you within 24 hours.

**ELECTRICITY GAS TELEPHONE
BROADBAND FOXTEL**

Ph: 1300 850 360 Fax: 1300 661 160

YES!! I would like On The Move to contact me to arrange my utility connections.

WATER (standard connection with all applications)

Terms & Conditions - By ticking the box above you are consenting to On The Move contacting you to arrange your services. On The Move may need to disclose personal information to utility companies to arrange your services. On The Move and your agent may receive a benefit for arranging your services. On The Move & your Agent do not accept responsibility for any delay or failure to connect your services. Standard connection fees & bonds may apply.



PRIVACY DECLARATION

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 credit checks
- (h) Transfer water account details into my name

(i) Our Agency uses national tenancy data bases to check previous rental history. These can include, but are not limited to National Tenancy Database NTD and Tenancy Information Centre Australia TICA. These databases are used to check tenants' previous rental and credit history.

TICA can be contacted on 1902 220 346 @ a cost of \$5.45 per minute. NTD can be contacted on 1300 563 826, should you wish to contact them yourself. I am aware that if information is not provided or I do not consent to the uses to which personal information is used, 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.

I _____,

Acknowledge that I have read and understood the contents of this Privacy Notice

SIGNED: _____ **DATE:** _____

On approval 1 weeks holding deposit must be made payable within 24 hours of being accepted. The property will remain on the rental list and we will continue to accept rental applications and process them until this deposit is paid. On signing of the lease x2 weeks rent (minimum), and 1 Calender month's rent must be paid, each separately by bank cheque or money order. No personal cheques or cash is accepted for rent or bond and keys will not be handed over until the lease agreement has been signed by all parties and the Advance rent and Bond has been paid. This application is accepted subject to the availability of the property on the due date and no action shall be taken by the applicant against the landlord or the agent should any circumstances arise whereby the property is not available for occupation on the due date.

I _____,

have read and accept all of the above conditions and agree to the terms and conditions of this application.

SIGNED: _____ **DATE:** _____