

Tenancy Application Form

For your application to be processed you must answer all questions (including the reverse side)



A. AGENT DETAILS

Hill Real Estate

Wantirna

Address: 384 Burwood Hwy, Wantirna, VIC 3152

Phone no: 03 9800 0700

Fax no: 03 9801 8811

Email: wantirna@hillrealestate.com.au

Berwick

Address: 96 High Street Berwick VIC 3806

Phone: 03 9707 3322

Fax: 03 9707 4411

Email: berwick@hillrealestate.com.au

B. PROPERTY DETAILS

1. What is the address of the property you would like to rent?

Postcode	

2. Rental price applied for

\$	Per Week	\$	Per Month
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3. Lease commencement date?

	Day		Month		Year
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4. Lease term?

	Years		Months
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5. How many tenants will occupy the property?

	Adults		Children	Ages:
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C. PERSONAL DETAILS

6. Please give us your details

Mr ☐ Ms ☐ Miss ☐ Mrs. ☐ Other ☐

Surname Given name/s

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Date of Birth Driver's Licence Number

--	--

Driver's licence expiry date Driver's licence state

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Passport no Passport country

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Pension no. (If applicable) Pension type (if applicable)

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7. Please provide your contact details

Home phone no. Mobile phone no.

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Work phone no. Fax no.

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Email address

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8. What is your current address?

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Postcode

D. FREE UTILITY CONNECTION SERVICE

connectnow.

Phone: 1300 554 323
Fax: 1300 889 598
Internet: www.connectnow.com.au

A Free Service - Connecting Your Utilities Has Never Been Easier!

connectnow is a simple and convenient time saving service assisting with your Telephone, Electricity & Gas and water connections to some of Australia's leading providers. connectnow also provide a range of additional services to compliment your household utilities, such as Internet & Pay TV.

This is a value-added service independent of your tenancy application - you are not obligated to use connectnow.

If you would like connectnow to contact you to discuss any of the above services please tick the box and a connectnow representative will make all reasonable efforts to contact you within one working day of receiving an application. If we are unable to contact you within this period please contact connectnow on 1300 554 323 to ensure connection can be completed by your requested date.

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 and that there is easy access to the property.

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.

Please contact me to connect my utilities ☐ YES

☐ Electricity ☐ Gas ☒ Water ☐ Phone ☐ Internet ☐ Pay TV ☐ Insurance

Signed: _____ Date: ____/____/____

HILL REAL ESTATE DECLARATION / PRIVACY STATEMENT

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 about me from:

- (a) The owner or the Agent of my current or previous residences;
- (b) My personal referees for this application
- (c) My current and past employers;
- (d) Any person who maintains any record, listing or database of defaults by tenants; and I authorise and consent to each of those persons providing requested personal information about me to the Agent.

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 within this application in order to:

- (a) communicate with referees, employees, landlords, third party operators of tenancy reference databases, other agents and select a tenant
- (b) communicate with the owner and select a tenant
- (c) prepare lease/tenancy documents
- (d) allow tradespeople or equivalent organisations to contact me
- (e) lodge/claim/transfer to/from a Bond Authority
- (f) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (g) refer to collection agents/lawyers (where applicable)
- (h) complete a credit check with a tenancy default database

I authorise the Agent to obtain details of my credit worthiness from, the owner or Agent of my current or previous residence, my personal referees, any record, listing and National Tenancy Database (NTD 1300 563 826 for enquiries) which lists defaults by tenants. If I default under a rental agreement, the Agent may disclose details of any such default to any person whom the Agent reasonably considers has an interest receiving such information including National Tenancy Database (NTD).

If a landlord or estate agent finds details of a prospective tenant on a database, they must advise the tenant in writing, within seven days, of:

- ☐ the name of the database and the person who listed the information
- ☐ the tenant's information held in the database
- ☐ how the tenant can check, change or remove the listing (ie, by contacting the person who listed them or the database operator).

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 and that I may be able to correct this information if it is inaccurate, incomplete or out-of-date.

Should you choose to NOT be contacted by Connectnow, please clearly cross through the above section D. This will not affect the success of your tenancy application.

I consent to the disclosure of this page of the application form to Connectnow Pty Ltd ABN 79 097 398 662 for the purpose of enabling Connectnow to offer the connection and disconnection services to me. I consent to Connectnow disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I consent to Connectnow disclosing confirmation details (including NMI, MIRN and telephone number) to the Agent. I acknowledge that neither Connectnow nor the Agent accepts any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. The Agent has a commercial relationship with Connectnow. I acknowledge that Connectnow, the Agent and its employees may receive a fee and/or benefit of up to \$50 in value (cash and/or reward points) from a utility service provider in relation to the connection of a utility service. There is no charge for the Connectnow service; normal service provider fees or bonds may apply.

Signature of the Applicant

Date

X

Referred to Connectnow via web site ☐

WHERE DID YOU FIND OUT ABOUT THIS PROPERTY?

- | | | |
|------------------------------------|--|---|
| <input type="checkbox"/> Newspaper | <input type="checkbox"/> The Internet | <input type="checkbox"/> Local Paper |
| <input type="checkbox"/> Office | <input type="checkbox"/> Office Window | <input type="checkbox"/> Sign Board at Property |
| <input type="checkbox"/> Referral | <input type="checkbox"/> Other (Please specify): _____ | |

E. APPLICANT HISTORY**9. How long have you lived at your current address?**

<input type="text"/>	Years	<input type="text"/>	Months
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10. Why are you leaving this address?**11. Agent/Landlord details of this property (if applicable)**

Name of landlord or agent

Landlord/agent's phone no.

Landlord/agent's fax no.

Weekly rent paid

\$	<input type="text"/>
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12. What was your previous residential address?

<input type="text"/>
<input type="text"/>
Postcode

13. How long did you live at this address?

<input type="text"/>	Years	<input type="text"/>	Months
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14. Agent/Landlord details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Landlord/agent's fax no.

Weekly rent paid

\$	<input type="text"/>
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Was bond refunded in full?

If not why not?

F. EMPLOYMENT HISTORY**15. Please provide your employment details**

What is your occupation?

What is the nature of your employment?
(FULLTIME/PART TIME/CASUAL)

Employer's name (inc. accountant if self employed or institution if a student)

Employer's address

<input type="text"/>
Postcode

Contact name

Phone no.

Length of employment

<input type="text"/>	Years	<input type="text"/>	Months
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Net income?

\$	<input type="text"/>
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16. Please provide your previous employment details

Occupation?

Employer's name:

Length of employment

<input type="text"/>	Years	<input type="text"/>	Months
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Net income?

\$	<input type="text"/>
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G. IF YOU ARE CURRENTLY STUDYING**17. Institution****18. Income Source (i.e. Centrelink, Parents, Scholarship)****19. Income Amount**

\$	<input type="text"/>	Per Week
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H. CONTACTS / REFERENCES**20. Please provide a contact in case of Emergency**

Surname

Given Name/s

Relationship to you

Phone no.

21. Please provide 2 personal references (not related to you)

1. Surname

Given name/s

Relationship to you

Phone no.

2. Surname

Given name/s

Relationship to you

Phone no.

I. OTHER INFORMATION**22. Car Registration****23. Please provide details of any pets**

Breed / type

Council registration / number

1.	<input type="text"/>
2.	<input type="text"/>

J. DISCLAIMER AUTHORITY

I, the applicant, do solemnly and sincerely declare that the information contained in this application is true and correct and that all of the information was given of my own free will.

I have inspected the property located at: _____
_____ (address).

I have of my own accord decided that I wish to rent the above mentioned property commencing _____ (date) for a period of _____ (six or twelve months).

I have been informed, understand and agree that the rental for the aforesaid property is to be \$ _____ per week and this is within my means to support.

I have been informed and understand that the rental for the aforesaid property is to be two weeks in advance at all times and that the bond will be \$ _____.

I further agree and undertake to pay the bond on/before signing the tenancy agreement to be paid by BANK CHEQUE, MONEY ORDER or EFT ONLY – **NO CASH OR PERSONAL CHEQUES**, and authorize the letting agent to attend to all details regarding the lodgement of the rental bond.

I have been informed, understand and agree that the acceptance of my application is subject to a satisfactory report being obtained from information supplied on the Tenancy Application submitted by me. I have been informed, understand and agree that should this application not be accepted, the agent is not required or obligated to disclose why or supply any reason for the rejection of this application.

Signature of the Applicant

X

Date

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The Application will not be processed until 100 Points has been achieved by the applicant:

Last 4 Rent Receipts (50 Points)	2 Refs from Landlord/Owner (40 Points)	
Driver's License (40 Points)	Utility Bills / Bank Statements (10 Points)	
Photo I.D. (30 Points)	Current MV Rego Papers (10 Points)	
Passport (30 Points)	Copy Birth Certificates (10 Points)	