

Residential Tenancy Application Form



Swan Hill

John Gray & Son Pty Ltd trading as LJ Hooker Swan Hill
310 Campbell Street, Swan Hill 3585
Phone: 03 50331331 Fax: 03 50324614 Email: swanhill@ljh.com.au

For your application to be processed you need to complete all sections on this application form.

Property Details

What is the address of the property you would like to rent?
Please list in order of preference

Property Address	Rent Per Week
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____

Lease commencement date? ____ / ____ / ____

Lease term and bond details (please circle):

6 Months / 12 Months Own Bond / Department of Housing

How many people will normally occupy the property? Each adult will be required to complete a separate application form:

Adults Children - Ages _____

Personal Details

Please give us your details:

Mr Mrs Ms Miss Other _____

First Names _____

Surname _____

Date of Birth ____ / ____ / ____ Age _____

Drivers License No. & State _____

Passport No. & Country _____

Contact Details

Home Phone _____

Mobile Phone _____

Work Phone _____

Email Address _____

Emergency Contact Details

Name in Full _____

Relationship to you _____

Address _____

Contact Numbers _____

Utility Connection Service

connectnow.
We get things sorted.

PH: 1300 554 323 | Fax: 1300 889 598
info@connectnow.com.au | connectnow.com.au

Moving home has never been easier

Connectnow is dedicated to helping you move home more easily. We can connect your utilities including electricity, gas, phone, internet and pay TV to a broad choice of leading providers. We can also organise your disconnections and offer a range of additional services, such as cleaning and food services, removalists and vehicle hire.

What's more, you pay no extra charges as a result of using the connectnow service. We will make all reasonable efforts to contact you within 1 working day of receiving this application to explain the details of the services offered. If we are unable to contact you within this period please call 1300 554 323 to ensure your services can be addressed by the required date.

DECLARATION AND EXECUTION/PRIVACY NOTICE: By signing this application and ticking the 'YES' box below, I consent to the collection of my personal information by Connectnow Pty Ltd (ABN 79 097 398 662) ('connectnow') for the purposes of contacting me to talk about arranging the connection and disconnection of moving and utility services and related services and to inform me about other products and services that may compliment my home/lifestyle needs; consent to the disclosure by connectnow of my personal information contained in this application to other parties, including the relevant third party service providers, connectnow's related companies and third parties who provide connectnow with services in connection with the ordinary operation and administration of connectnow's business or where otherwise required or authorised by law; understand that protecting my privacy is important to connectnow and that I can obtain further details about how connectnow manages my personal information, including how I may access and seek correction of my personal information, how I may complain about a breach of my privacy and how connectnow will deal with that complaint, by viewing connectnow's Privacy Policy at www.connectnow.com.au or contacting their Privacy Officer at info@connectnow.com.au; understand that whilst connectnow is unlikely to disclose my personal information to recipients located overseas, connectnow is not responsible for the privacy practices of any third party service providers, and accordingly, I accept that it is my responsibility to check the privacy policies of the relevant service providers if I wish to obtain further information about how they manage personal information (including whether or not they are likely to disclose such information to overseas recipients); understand that my consent to receive such marketing materials will continue until I opt-out by contacting info@connectnow.com.au; understand that the connection and disconnection of moving and utility services and related services (collectively referred to as "the nominated services") will only be initiated once a connectnow representative has discussed the details with me and obtained my consent to the terms and conditions of supply of the relevant service providers; acknowledge that, to the extent permitted by law, neither connectnow nor my real estate agent accepts liability for loss caused by delay in, or failure to, connect and disconnect or provide the nominated services; acknowledge that the nominated services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated service providers bind me and that after hours connections may incur additional service fees from utility providers; authorise the obtaining of a National Metering Identifier or a Metering Installation Registration Number for my residential address to obtain supply details; understand that it is the responsibility of the customer/homeowner to ensure that the electricity main switch is in the 'Off Position' for the required timeframe on the day of connection of the nominated utility services and that there is easy access to the meters; understand that connectnow may be paid a fee by the service provider and may pay a fee to a real estate agent in respect of the provision of the services provided to me by connectnow. By signing this application form, I warrant that I am authorised to make this application and to provide the consents, acknowledgements and other undertakings set out in this application form on behalf of all applicants listed on this application form. Where I have nominated an alternative contact person on this application, I authorise connectnow to speak to them about my move and connection and disconnection needs if connectnow is unable to contact me directly.

Yes, I consent to connectnow contacting me to organise my move home services and other products and services to suit my home or lifestyle needs.

Signed _____ Date ____ / ____ / ____

Applicant History

Current Address _____

How long have you lived at your current address? _____

Why are you leaving this address? _____

Name of landlord or agent _____

Business Hours Phone Number _____

Email Address _____

Weekly rent paid \$ _____

Previous Residential Address _____

How long did you live at this address? _____

Name of landlord or agent _____

Business Hours Phone Number _____

Email Address _____

Weekly rent paid \$ _____

Was bond refunded in full? **YES** **NO**

Why not? _____

Employment Details

Occupation _____

Nature of your employment Full time / part time / casual

Employers Name _____

Employment Address _____

Contact Name _____

Phone Number _____

Length of employment _____ Years _____ Months

Net Income \$ _____ Week / Fortnight / Month

Previous Employment Details

Occupation _____

Nature of your employment Full time / part time / casual

Employers Name _____

Employment Address _____

Contact Name _____

Phone Number _____

Length of employment _____ Years _____ Months

Net Income \$ _____ Week / Fortnight / Month

Centrelink Details – please provide statements

Pension Type _____

Amount Received \$ _____ Week / Fortnight

Student Details

Place of study _____

Course _____

Enrolment Number _____

Other Details

Car Registration _____

Details of any pet that will be at the property

Personal Referees

1. Reference Name _____

Occupation _____

Relationship to applicant _____

Contact Number _____

2. Reference Name _____

Occupation _____

Relationship to applicant _____

Contact Number _____

3. Reference Name _____

Occupation _____

Relationship to applicant _____

Contact Number _____

Declaration

I acknowledge that this is an application to lease this property and that my application is subject to the owner's approval and the availability of the premises on the due date. I hereby offer to rent the property from the owner under a lease to be prepared by the Agent pursuant to the Residential Tenancies Act 1997.

I acknowledge that I will be required to pay rental in advance and a rental bond, and that this application is subject to approval from the owner/landlord. I declare that all information contained in this application 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 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) 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).

Signed _____ Date ____/____/____.

Tenancy Privacy Statement

Due to recent changes in the Privacy laws, all property managers must ensure that you fully understand the National Privacy Principles and the manner in which we use your private information in order to carry out our role as professional property managers and estate agents. Please take the time to read this Privacy Statement carefully.

As professional property managers, a Real Estate Agent collects personal information about you. To ascertain what personal information we have about you, you may contact us.

Primary Purpose

As professional property managers, we collect 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 providing you with the lease/tenancy agreement of the premises.

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

- The Landlord
- The Landlord's Lawyer
- The Landlord's mortgagee
- Referees you have nominated
- Organisations/Trades people required to carry out maintenance to the premises
- Residential Tenancy Tribunals/Courts (VCAT)
- Owners Corporation
- Residential Bond Authority
- Utilities Companies
- National Tenancy Database Pty Ltd (ABN 65079102025)
- Collection Agents
- Valuers
- Other Real Estate Agents and Landlords

We also collect your personal information to:

- Enable us, or the Landlord's lawyers, to prepare the lease/tenancy documents on the premises
- Allow organisations/trades people to contact you in relation to maintenance matters relating to the premises
- Pay/Release rental bonds to/from Rent Bond Authority (where applicable)
- Refer to Collection Agents/Lawyers (where default/enforcement action is required)
- Provide confirmation details for organisations contacting us on your behalf i.e. Banks, Utilities (Gas, Electricity, Water, Phone), Employers etc..

If your personal information is not provided to us and NTD and you do not consent to the uses 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 may not provide you with the lease/tenancy of the premises.

NATIONAL TENANCY DATABASE (NTD) Disclosure Statement

You can contact National Tenancy Database Pty Ltd on

Telephone: 03 9610 4996
 Facsimile: 03 9620 7339
 In Person: Level 7/477 Collins Street Melbourne
 Mail: PO Box 156, Collins Street West
 Melbourne VIC 8007
 Website: www.ntd.net.au

Primary Purpose

NTD collects your personal information to provide to its members historical tenancy and public record information on individuals and companies who/which lease residential and commercial premises from or through licensed estate agent members of NTD.

NTD also provides credit information on companies/directors applying for commercial leases/rented premises.

The real estate agent/property manager will advise NTD of your conduct throughout the tenancy and the information will form part of your tenant history.

NTD usually discloses information to:

- Licensed real estate members
- NTD's parent company, Collection House Limited (ABN 74010230716) and its subsidiaries
- Credit Bureaus

I acknowledge that I have read and understood this privacy statement.

Name of applicant: _____

Signature: _____

OFFICE USE

Date Received _____ / _____ / _____

Staff Member _____

Photocopy of ID's

