

Residential Application Form

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



A. AGENT DETAILS	
Ace Properties (Aust.) Pty Ltd	
Address:	Shop 11, Level 1, 368 Sussex Street, Sydney
Phone Number:	(02) 9261 0057
Fax Number:	(02) 9261 0064
Email Address:	info@aceproperties.com.au
Web:	www.aceproperties.com.au
Property Manager	<input style="width: 100%;" type="text"/>
B. PROPERTY DETAILS	
1. What is the address of the property you would like to rent?	
<input style="width: 100%; height: 20px;" type="text"/>	
Postcode	
<input style="width: 100%;" type="text"/>	
2. Lease commencement date?	
<input style="width: 30px;" type="text"/> Day	<input style="width: 30px;" type="text"/> Month
<input style="width: 30px;" type="text"/> Year	
3. Lease term?	
<input style="width: 30px;" type="text"/> Years	<input style="width: 30px;" type="text"/> Months
4. How many tenants will occupy the property?	
<input style="width: 30px;" type="text"/> Adults	<input style="width: 30px;" type="text"/> Children
<input style="width: 100%;" type="text"/> Ages of Children	
C. PERSONAL DETAILS	
5. Please give us your details	
Mr <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Mrs <input type="checkbox"/> Other <input type="checkbox"/>	
Surname	Given Name/s
<input style="width: 100%;" type="text"/>	
Date of Birth	Driver's licence number
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Driver's licence expiry date	Driver's licence state
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Passport no.	Passport country
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Pension no. (if applicable)	Pension type (if applicable)
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
6. Please provide your contact details	
Home phone no.	Mobile phone no.
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Work phone no.	Fax no.
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Email address	
<input style="width: 100%;" type="text"/>	
7. What is your current address?	
<input style="width: 100%; height: 20px;" type="text"/>	
Postcode	
<input style="width: 100%;" type="text"/>	

HOW DID YOU FIND OUT ABOUT THIS PROPERTY?

- Domain.com.au Realestate.com.au
 Window shop front Refer by our tenant

Please note: If application rejected by the landlord. Applicant must be collecting all documents within five days. We will destroy all documents after five days.

D. UTILITY CONNECTIONS																								
<p>This is a free service that connects all your utilities</p> <p>Direct Connect</p> <p>Once we have received this application we will call you to confirm your details.</p> <p>Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this Application to confirm the information on this Application and explain the details of the services offered. Direct Connect is a utility one stop connection service.</p> <p>Please tick utilities as required</p> <p> <input type="checkbox"/> Electricity <input type="checkbox"/> Gas <input type="checkbox"/> Phone <input type="checkbox"/> Internet <input type="checkbox"/> Pay TV <input type="checkbox"/> Insurance </p> <p>DECLARATION AND EXECUTION: By signing this application, I/we: consent to Direct Connect arranging for the connection and disconnection of the nominated utility services and to providing information contained in this application to utility providers for this purpose; acknowledge having been provided with terms and Conditions of Supply of Direct Connect and having read and understood them together with the Privacy Collection Notice set out below; declare that all the information contained in this application is true and correct and given of their own free will; expressly authorise Direct Connect to provide any information disclosed in this Application to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; expressly authorise Direct Connect to provide any information disclosed in this Application to an information provider for the purpose of that information provider disclosing it to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; consent to Direct Connect contacting me by telephone or by SMS in relation to the marketing or promotion of all of the services listed under the heading "Utility Connections" above even if we/I have not applied for the connection of those services in this application. This consent will continue [for a period of 1 year from the date of our/my execution of this application/until [28] days after we/I disconnect the last of the services in respect of which this application is made]; acknowledge that this consent will permit Direct Connect to contact us/me even if the telephone numbers listed on this application form are listed on the Do Not Call Register; understand that under the requirements of the Privacy Act 1988, Direct Connect will ensure that all personal information obtained about me/us will be appropriately collected, used, disclosed and transferred and will be stored safely and protected against loss, unauthorised access, use, modification or disclosure and any other misuse; authorise the obtaining of a National Metering Identifier (NMI) for my residential address to obtain supply details; consent to Direct Connect disclosing my/our details to utility providers (including my/our NMI and telephone number); declare and undertake to be solely responsible for all amounts payable in relation to the connections and/or supply of the Services and hereby indemnify Direct Connect and its officers, servants and agents and hold them indemnified against any charges whatsoever in respect of the Services; acknowledge that, to the extent permitted by law, Direct Connect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of the services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection, disconnection or provision of, or failure to connect or disconnect or provide, the nominated utilities; acknowledge that whilst Direct Connect is a free service I/we may be required to pay standard connection fees or deposits required by various utility providers; acknowledge that the Services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated utility providers bind me/us and that after hours connections may incur additional service fees from utility providers; acknowledge that the real estate agent listed on this application form may receive a benefit from Direct Connect in connection with the provision of the service being provided to me/us by Direct Connect; and acknowledge the entitlement of Direct Connect and its associates, agents and contractors, to receive a fee or remuneration from the utility provider and that such fee or remuneration will not be refunded to me as a rebate in connection with the provision of the utility connection services. By signing this application form, I warrant that I am authorised to make this application and to provide the consents, acknowledgements, authorisations and other undertakings set out in this application form on behalf of all applicants listed in this application form.</p> <p>Signature <input style="width: 150px;" type="text"/> Date <input style="width: 100px;" type="text"/></p> <p>PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F: 1300 664 185. www.directconnect.com.au</p>																								
E. 100 POINTS OF IDENTIFICATION																								
<p>Each applicant is required to produce sufficient identification which totals 100 points before any tenancy application being considered. Should you have difficulties in providing this identification, please advise us before completing.</p> <p>Either one of the following:</p> <table style="width: 100%; border: none;"> <tr> <td style="padding: 2px;">Passport/Certificate of Citizenship</td> <td style="text-align: right; padding: 2px;">30 Points</td> </tr> <tr> <td style="padding: 2px;">Drivers License</td> <td style="text-align: right; padding: 2px;">30 Points</td> </tr> <tr> <td colspan="2" style="padding: 2px;">Must Provide</td> </tr> <tr> <td style="padding: 2px;">Bank / Credit Statement (at least current 2 months)</td> <td style="text-align: right; padding: 2px;">20 Points</td> </tr> </table> <p>Either one/two of the following:</p> <table style="width: 100%; border: none;"> <tr> <td style="padding: 2px;">Tenancy History Ledger</td> <td style="text-align: right; padding: 2px;">15 Points</td> </tr> <tr> <td style="padding: 2px;">Previous four (4) rent receipts</td> <td style="text-align: right; padding: 2px;">15 Points</td> </tr> <tr> <td style="padding: 2px;">Pay Slips from employer (Full/Part time)</td> <td style="text-align: right; padding: 2px;">15 Points</td> </tr> </table> <p>Either two of the following:</p> <table style="width: 100%; border: none;"> <tr> <td style="padding: 2px;">Student I.D Card</td> <td style="text-align: right; padding: 2px;">10 Points</td> </tr> <tr> <td style="padding: 2px;">Statement of Attainment (from Uni, Tafe or College)</td> <td style="text-align: right; padding: 2px;">10 Points</td> </tr> <tr> <td style="padding: 2px;">Medicare Card</td> <td style="text-align: right; padding: 2px;">10 Points</td> </tr> <tr> <td style="padding: 2px;">Telephone Bill with current address and tenant name</td> <td style="text-align: right; padding: 2px;">10 Points</td> </tr> <tr> <td style="padding: 2px;">Electricity Bill with current address and tenant name</td> <td style="text-align: right; padding: 2px;">10 Points</td> </tr> </table> <p>We accept Lease Agreement signed by a company</p> <p>The following documents are required:</p> <ol style="list-style-type: none"> 1. Copy of Certificate of Registration 2. Details of Company Direct 3. Contact details of your accountant 4. Trade Reference 5. Proof of registered address 6. Company Bank Account Statement 	Passport/Certificate of Citizenship	30 Points	Drivers License	30 Points	Must Provide		Bank / Credit Statement (at least current 2 months)	20 Points	Tenancy History Ledger	15 Points	Previous four (4) rent receipts	15 Points	Pay Slips from employer (Full/Part time)	15 Points	Student I.D Card	10 Points	Statement of Attainment (from Uni, Tafe or College)	10 Points	Medicare Card	10 Points	Telephone Bill with current address and tenant name	10 Points	Electricity Bill with current address and tenant name	10 Points
Passport/Certificate of Citizenship	30 Points																							
Drivers License	30 Points																							
Must Provide																								
Bank / Credit Statement (at least current 2 months)	20 Points																							
Tenancy History Ledger	15 Points																							
Previous four (4) rent receipts	15 Points																							
Pay Slips from employer (Full/Part time)	15 Points																							
Student I.D Card	10 Points																							
Statement of Attainment (from Uni, Tafe or College)	10 Points																							
Medicare Card	10 Points																							
Telephone Bill with current address and tenant name	10 Points																							
Electricity Bill with current address and tenant name	10 Points																							

Please note: The deposit (1 week rent) we accept pay by cash or EFT.

Our Bank details: Account name: Ace Properties (Aust) Pty Ltd
Bank: ANZ Bank BSB: 012-071 Account: 1084 12306

F. APPLICANT HISTORY

9. How long have you lived at your current address?

Years Months

10. Why are you leaving this address?

11. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

\$

12. What was your previous residential address?

Postcode

13. How long did you live at this address?

Years Months

14. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

\$

Was bond refunded in full?

If not why not?

G. EMPLOYMENT HISTORY

15. Please provide your employment details

What is your occupation?

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

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

Employer's address

Postcode

Contact name

Phone no.

Length of employment

Net Income

Years Months

\$

16. Please provide your previous employment details

Occupation?

Employer's name

Length of employment

Net Income

Years Months

\$

H. CONTACTS / REFERENCES

17. Please provide a contact in case of emergency

Surname

Given name/s

Relationship to you

Phone no.

18. 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

19. Please provide details of any pets

Breed/type

Council registration / number

1.

2.

J. PAYMENT DETAILS

Property Rental

\$

per week Or

\$

per month

Rental Bond (4 weeks rent):

\$

First payment of rent in advance

\$

Sub Total

\$

Less: deduct Deposit

\$

Amount payable on signing tenancy agreement
(bank, cheque or money order only)

\$

K. 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.

Holding fees - once the tenant has been approved for tenancy BUT if the tenant pays the deposit and then withdraws, the entire holding fee goes to the landlord.

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 a credit check with TICA (Tenancy Information Centre Australia)

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.

Signature

Date