

Residential Application Form

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



A. AGENT DETAILS

CENTURY 21 Unlimited – RINGWOOD EAST

97 Bedford Road, RINGWOOD EAST 3135

Phone: 03 9259 4300

Fax: 03 9876 0256

Email: ringwoodeast@century21.com.au

B. PROPERTY DETAILS

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

Postcode

2. Preferred move in date?

<input type="text"/>	Day	<input type="text"/>	Month	<input type="text"/>	Year
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3. Lease term?

<input type="text"/>	Years	<input type="text"/>	Months
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4. Property rental

\$ <input type="text"/>	per week	\$ <input type="text"/>	per calendar month
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5. How many people will normally occupy the property?

<input type="text"/>	Adults	<input type="text"/>	Children
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C. PERSONAL DETAILS

6. Please give us your details

Mr Ms Miss Mrs Other

Surname	Given name/s
<input type="text"/>	<input type="text"/>

Date of Birth	Driver's license number
<input type="text"/>	<input type="text"/>

Driver's license expiry date	Driver's license state
<input type="text"/>	<input type="text"/>

Passport no.	Passport country
<input type="text"/>	<input type="text"/>

7. Please provide your contact details

Home phone no.	Mobile phone no.
<input type="text"/>	<input type="text"/>

Work phone no.

Email address

8. What is your current address?

Postcode

D. UTILITY CONNECTIONS



- ★ FREE Service
- ★ One Stop Shop
- ★ No Obligation
- ★ Quality Suppliers



Let **On The Move** reduce your stress and save you time by arranging to connect your requested services on your moving day. Just tick the box below and we will contact you within 48 hours regarding the connections you require.

YES! I would like On The Move to contact me regarding the connection of my utilities.

On The Move will use the information on this page to explain the services offered and to undertake any connection and disconnection services authorized (including the provision of information to utility companies). Personal information collected by **On The Move** may be accessed by contacting **OnThe Move** using the contact details above. Normal service provider fees or bonds may apply.

Fax: 1300 661 160

E. 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 Tenancies Agreement pursuant to the Residential Tenancies Act 1997.

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, 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 organizations/tradespeople to contact me
- (d) lodge/claim/transfer to/from the Residential Tenancies 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 NTD (National Tenancies Database)
- (h) transfer water account details into my name

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
<input type="text" value="X"/>	<input type="text"/>

Property Manager:

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

| Years | Months

10. Please tell us about this rented property

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

 \$

Reason for leaving this address?

11. What was your previous residential address?

Postcode

12. How long did you live at this address?

| Years | Months

13. Please give us further information about this rented property

Name of landlord or agent

Landlord / Agent's phone no.

Weekly rent paid

 \$

Was bond refunded in full?

 YES NO

If not why not?

G. EMPLOYMENT HISTORY**14. 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 a student)

Employer's address

Postcode

Contact name

Phone no.

Length of employment

| Years | Months

Weekly / Annual Income

 \$

Other Income

 \$**H. PREVIOUS EMPLOYMENT DETAILS****15. Please provide your previous employment details**

Occupation?

Employer's name:

Length of employment

| Years | Months

Contact name

Phone no.

I. CONTACTS / REFERENCES**16. Please provide a contact in case of emergency**

Surname

Given name/s

Relationship to you

Phone no.

17. Please provide two 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.

J. OTHER INFORMATION**18. Car Registration****19. Please provide details of any pets**

Breed/Type

Council registration / number

**** PLEASE NOTE ****

Initial payments must be made by cash bank cheque or money order within 24 hours after approval of application.

NO PERSONAL CHEQUES PLEASE.

Keys will not be handed over until the lease agreement has been signed by all applicants.

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 and the agent should any circumstances arise whereby the property is not available for occupation on the due date.

PLEASE PROVIDE US WITH 100 POINTS OF IDENTIFICATION

Driver's Licence	50
Passport	50
Proof of Age Card	50
Student ID Card	50
Copy of mobile phone account	20
Copy of Medicare Card	20
Concession / Pension Card	10
Copy of gas / water / electricity account	30