

RESIDENTIAL APPLICATION FORM

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

A. AGENT DETAILS

Century 21 Wilson Pride – Elwood

59 Glen Huntly Road, Elwood VIC 3184
Phone: 03 9531 1254
Fax: 03 9525 6219
Email: elwood@c21.net.au

B. PROPERTY DETAILS

Before completing this application, please confirm the following:

- I have inspected the property
 I accept the property in its current condition

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

2. Preferred move in date?

□□ Day □□ Month □□□□ Year

3. Lease term?

□□ Months

4. Property rental

\$□□□□ per week \$□□□□ per calendar month

5. How many people will normally occupy the property?

□□ Adults □□ Children, ages of children: _____

6. Please provide details of any pets:

Breed / type _____ Council registration / number _____

C. PERSONAL DETAILS

7. Please give us your details

Mr Ms Miss Mrs Other _____

Surname _____ Given name/s _____

□□□□□□□□ □□□□□□□□

Date of Birth _____ Driver's licence number _____

□□□□□□□□ □□□□□□□□

Driver's licence expiry date _____ Driver's licence state _____

□□□□□□□□ □□□□□□□□

Passport no. _____ Passport country _____

□□□□□□□□ □□□□□□□□

8. Please provide your contact details

Home phone no. _____ Mobile phone no. _____

□□□□□□□□ □□□□□□□□

Work phone no. _____

□□□□□□□□

Email address _____

□□□□□□□□

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:

- the owner or the Agent of my current or previous residence;
- my personal referees and employer/s;
- 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

- communicate with the owner and select a tenant
- prepare lease/tenancy documents
- allow organizations/tradespeople to contact me
- lodge/claim/transfer to/from the Residential Tenancies Bond Authority
- refer to Tribunals/Courts & Statutory Authorities (where applicable)
- refer to collection agents/lawyers (where applicable)
- complete a credit check with NTD (National Tenancies Database)
- 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.

Century 21 utilises the services of Century 21 Easy Pay Card for the collection of rental. The service offers tenants a variety of ways to pay rent efficiently and effectively. The Century 21 Easy Way Pay Card is a user pay system therefore tenants are responsible for costs associated with the use of this card.

The current fixed fee is \$3.20 per month plus a further small charge each time a payment is made, which varies depending on the method of payment chosen. This fee may vary without further notice. The applicant agrees to use this method of payment should their application be successful.

Signature _____ Date _____

□□□□□□□□ □□□□□□□□

F. APPLICANT HISTORY

G. What is your current address?

.....
.....

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

.....

.....

11. What was your previous residential address?

.....
.....

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? If not why not?

YES NO, Why?

H. 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

.....
.....

Contact name

Phone no.

.....

.....

Length of employment

□□ Years □□ Months \$ Weekly / Annual Income

I. PREVIOUS EMPLOYMENT DETAILS

15. Please provide your previous employment details Occupation?

.....

Employer's name:

.....

Length of employment

□□ Years □□ Months

Contact name

Phone no.

.....

.....

J. 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.

.....

.....

K. OTHER INFORMATION

18. Car Registration

.....

19. Please provide names of other applicants

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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