

Accelerating Your
Rental Success

126 Margaret Street, TOOWOOMBA

PH: 07 4659 7875

FAX: 07 4659 7871

Email: toowoomba.rentals@colliers.com

RENTAL TENANCY APPLICATION FORM

**ALL PAGES MUST BE SIGNED FOR APPLICATION TO BE PROCESSED
ONE APPLICANT FORM PER PERSON -
Please refer to terms and conditions before completing your application**

PROPERTY ADDRESS -

PREFERENCE 1:

PREFERENCE 2:

Date of Commencement:

Term of Tenancy :

Rental Amount per Week:

APPLICANT DETAILS -

APPLICANTS FULL NAME:

DATE OF BIRTH:

LICENSE NUMBER:

MOBILE NUMBER:

HOME NUMBER:

EMAIL ADDRESS:

ARE YOU AN AUSTRALIAN CITIZEN:

CURRENT RESIDENTIAL ADDRESS -

RENTING THROUGH: AGENT LESSOR OTHER

NAME:

CURRENT ADDRESS:

PHONE NUMBER:

EMAIL ADDRESS:

PREVIOUS RESIDENTIAL ADDRESS -

RENTING THROUGH: AGENT LESSOR OTHER

NAME:

PREVIOUS ADDRESS:

PHONE NUMBER:

EMAIL ADDRESS:

PERSONAL REFERENCE 1 – CANNOT BE RELATED

NAME:

POSTAL ADDRESS:

CONTACT NUMBER:

PERSONAL REFERENCE 2 – CANNOT BE RELATED

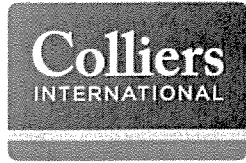
NAME:

POSTAL ADDRESS:

CONTACT NUMBER:

SIGNATURE OF APPLICANT:

X



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OCCUPANTS RESIDING ON PROPERTY -

NUMBER OF OCCUPANTS RESIDING AT PROPERTY :

NUMBER OF DEPENDANTS:

NAMES OF OCCUPANTS:

NAME OF DEPENDANTS:

EMERGENCY CONTACT -

NAME:

CONTACT NUMBER:

POSTAL ADDRESS:

IS CONTACT AGREEABLE: YES NO

PET REQUEST -

PET TYPE:

BREED:

NUMBER OF PETS:

REGISTERED WITH COUNCIL: YES NO

VEHICLE RESIDING ON PROPERTY -

VEHICLE MAKE:

VEHICLE MODEL:

REGISTRATION NUMBER:

EMPLOYMENT DETAILS -

FULL TIME PART TIME CASUAL

COMPANY NAME:

CONTACT NUMBER:

INCOME PER WEEK (Ex GST):

ADDRESS OF COMPANY:

FAX NUMBER:

EMAIL ADDRESS:

SELF EMPLOYED -

NAME OF BUSINESS:

ADDRESS OF ACCOUNTANT:

PHONE NUMEBR:

FAX NUMBER:

EMAIL ADDRESS:

UNEMPLOYED -

WEEKLY INCOME:

FORTNIGHTLY INCOME:

SIGNATURE OF APPLICANT:

X



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DEBTS/LOANS CURRENTLY OWING – WEEKLY

| | |
|------------------|----|
| CAR LOAN: | \$ |
| PERSONAL LOAN: | \$ |
| CREDIT CARD: | \$ |
| ANY OTHER LOANS: | \$ |

I AGREE TO PROVIDE 3 OF THE BELOW CURRENT FORMS OF IDENTIFICATION -

| |
|--|
| PHOTO IDENTIFICATION: |
| <input type="checkbox"/> DRIVERS LICENCE |
| <input type="checkbox"/> PASSPORT |
| <input type="checkbox"/> 18+ CARD |

| |
|---------------------------------------|
| UTILITIES ACCOUNT: |
| <input type="checkbox"/> PHONE BILL |
| <input type="checkbox"/> REGISTRATION |
| <input type="checkbox"/> ELECTRICITY |

| |
|--|
| RENTAL HISTORY |
| <input type="checkbox"/> TENANT LEDGER |
| <input type="checkbox"/> 2 RECENT RECEIPTS |
| <input type="checkbox"/> LEASE AGREEMENT |

| |
|----------------|
| BANK STATEMENT |
| |

3 MOST CURRENT PAY SLIPS

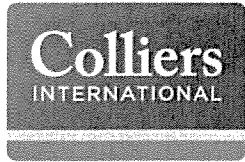
PLEASE SIGN BELOW TO CONFIRM ALL INFORMATION IS TRUE & CORRECT

NAME OF APPLICANT

SIGNATURE _____ DATE: _____

SIGNATURE OF APPLICANT:

X



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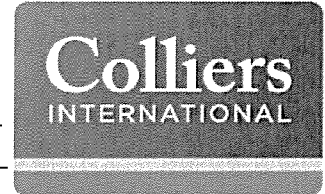
Email: toowoomba.rentals@colliers.com

Rental Tenancy Reference – OFFICE TO COMPLETE

Agent Name: _____

Fax Number: _____

Email Address: _____



Thank you for completing this tenancy reference form and returning to our Agency within
24 hours. Thank you for answering all questions below
Please return to Fax No: 07 4659 7871

APPLICANT DETAILS

NAME OF RENTAL AGENCY: _____

FAX NUMBER: _____

NAME OF APPLICANT: _____

PROPERTY ADDRESS: _____

PLEASE STATE THE TENANCY TERM OF THE APPLICANT: _____

RENTAL PROPERTY AMOUNT PAID PER WEEK: \$ _____

| | | |
|--|-----|----|
| Please confirm that the Applicant named above was a named tenant on the lease? | YES | NO |
| If no, please confirm that they were an approved occupant? | YES | NO |
| Were inspections carried out? | YES | NO |
| Were inspections satisfactory? | YES | NO |
| Were Notice to Remedy Breaches issued during the tenancy? | YES | NO |
| If yes, Were they for rent? | YES | NO |
| If Yes and not issued for rent, what were Notice to Remedy Breach/es issued for? | YES | NO |
| Please advise of Breaches | YES | NO |
| Was there a pet kept at the premises? | YES | NO |
| If Yes, were there any concerns or problems in relation to the pet kept? | YES | NO |
| IF yes, please provide details | YES | NO |
| If a final inspection has been carried out, was the property returned satisfactorily? | YES | NO |
| If no, please provide details | YES | NO |
| Was the bond refunded in full? | YES | NO |
| IF no, please provide details | YES | NO |
| Please provide any other comments or information that is important when assessing the application, thank you | YES | NO |

I provide consent for the Agency as part of application processing to contact all necessary people (including previous or current Agents) to verify the application and understand that all Privacy Act requirements will be adhered to by the Agency. This document will be sent to your current and/or previous Agency.

SIGNATURE OF APPLICANT:

X



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Employment Verification Reference – OFFICE TO COMPLETE

Thank you for completing this reference within 24 hours.

Please return to Fax No: 07 4659 7871

APPLICANT DETAILS -

APPLICANTS NAME:

COMPANY:

FAX NUMBER:

EMPLOYMENT DETAILS

EMPLOYMENT TYPE: FULL TIME PART TIME CASUAL

POSITION:

EMPLOYMENT COMMENCEMENT:

WILL EMPLOYMENT BE ON GOING: YES NO

Weekly/Fortnightly/Monthly Income : \$

Reference given by Employer :

MANAGER:

NAME:

PHONE NUMBER:

MOBILE NUMBER:

PAYROLL OFFICE:

NAME:

PHONE NUMBER:

MOBILE NUMBER:

I provide consent for the agency as part of application processing to contact all necessary people (including previous or current employers) to verify the application and understand that all Privacy Act requirements will be adhered to by the Agency. This document will be sent to your current and/or previous employers. I agree for information above to be given to the agent for processing reasons only; all information given will be kept private and confidential.

SIGNATURE OF APPLICANT:

X



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TERMS AND CONDITIONS:

I agree to provide proof of income as part of this Application such as recent income verification pay slip, accountant letter of Centrelink statement.

I understand that should my application be accepted, that the Agency (on behalf on the lessor) will require a General Tenancy Agreement signed and monies rent and/or bond paid within a reasonable time frame (in most cases within 24 hours of acceptance). I understand that all required Tenancy documents will be given to me prior to monies being taken upon acceptance.

I consent to the use of email or fax before the tenancy commences and during tenancy (if the application is accepted by the lessor) – I understand that the tenancy agreement and required tenancy information may be emailed or faxed to me if I am unable to attend the office at an agreed Appointment time. I understand that should my application be denied by the lessor, that there is not a legal requirement to disclose the reasons as to why. I also understand that my application and personal information will be disposed of accordingly having regard to the Privacy Act and the Agency Privacy Policy. (if you would like a copy of the agency privacy policy , please request one from our staff)

I understand that if I have any questions about the Tenancy or the Application process, that the Agency welcomes and encourages enquiries prior to applications being made. I further understand that I can request a copy of the General Tenancy Agreement including all standard terms and special terms (Form 18a) and Tenancy Information Statement (Form 17a) prior to making the application. A copy shall be provided if the tenancy application is successful before monies (rent or bond are taken). The agreement contains the standard terms of a General Tenancy Agreement plus special terms which include carpet cleaning requirement and may include a pest control and water charging.

I understand that I will be required to pay a full bond of 4 weeks rent and 2 weeks rent prior to commencing the tenancy. (Please ask the property manager if you are unsure of the total amount required to be paid if the application is accepted by the lessor).

I provide consent for the Agency as part of application processing to contact all necessary people (such as referees, other agents, tenancy databases) to verify the Application information provided and understand that all Federal Privacy Act requirements will be adhered to by the Agency.

I consent to my information being passed on during the tenancy (should it commence) and after the tenancy if required to other third parties which include however are not limited to tradespeople/contractors, salespeople, bodies corporate, tenancy databases and other relevant parties in full compliance with the Federal Privacy Act and any other relevant information. The Lessor of the property will be provided all relevant information. The agreement should it commence is a contract between the lessor and the tenant; personal information will be passed onto the lessor as the owner of the property.

I understand that if the application is not accepted, the application form and all information collected shall be disposed of within 4 weeks in accordance with the Privacy Act guidelines. I have an opportunity to collect my personal information prior to the information being destroyed by written request to the Agency.

SIGNATURE OF APPLICANT:

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connectnow.

We get things sorted.

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info@connectnow.com.au

connectnow.com.au

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.

Dr Mr Mrs Miss Ms

Surname _____ Given Name/s _____

Property Address _____ Suburb _____ Post Code _____

Pension Number _____ DOB ____/____/____ Drivers Licence _____ State _____

Home Phone _____ Work Phone _____ Mobile Phone _____

Email _____ Date of Connections ____/____/____

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.

SIGNATURE OF APPLICANT:

X

