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Tenancy Application Form

Please be advised that this application will only be processed once all details have been completed and all **copies of all supporting documents attached**. Each applicant must submit an individual form. Please note only successful applicants will be notified.

Address of Property you would like to rent:

Proposed lease commencement date:

Proposed lease term:

Rent per week:

Number and type of pets:

Applicant's Details

Full Name:

Current Address:

Home Phone:

Mobile:

Email:

Date of Birth:

Drivers Licence No:

Drivers Licence State:

Passport No:

Passport Country:

Name(s) of other **adults** to occupy the property:

1.

2.

Name(s) and ages of any **children** to occupy the property:

1.

3.

2.

4.

Please provide the contact details in case of emergency:

Name:

Relationship:

Address:

Phone:

Email:

Current Tenancy Details:

Address:

Length of time at address:

Rent Paid:

Reason for leaving:

Name of Landlord / Agent:

Phone:

Previous Tenancy Details: **Address:**

Length of time at address: Rent Paid:

Reason for leaving:

Name of Landlord / Agent: Phone:

Was Bond refunded in full? Yes No

If No, please specify reasons why:

Current Employment Details

Occupation: Current Employer:

Period of Employment: Employer's Address:

Contact Name (payroll / manager): Contact Number:

Income

Net weekly employment income:

Net weekly income from other sources (e.g. Centrelink):

CONTACTS/REFEREES

Business/work referee: Relationship: Phone:

Personal referee: Relationship: Phone:

ADDITIONAL INFORMATION

Do you smoke? Yes No

WARNING: Smoking is not allowed inside any property managed by Dhillon Real Estate

Have you ever attended the tenancy tribunal? Yes No

Reason if attended:

DECLARATION

I, the Applicant, hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be approved, I acknowledge that I will be required to pay the following amounts: \$..... rent per week

First payment of rent in advance: (Two Weeks Rent) \$.....

Rental Bond: (Four Weeks Rent) \$.....

Amount payable upon signing Tenancy Agreement: \$.....

Once the application is approved and deposit has been paid, if the applicant then decides not to enter into residential tenancy agreement, and this causes any delay in leasing the premises, the landlord may retain the holding deposit (equivalent to one weeks' rent).

I acknowledge that this application is subject to the approval of the property owner. 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 satisfied with the current condition and cleanliness of the property.

Applicant Name..... Signature..... Date.....

CONSENT

I, the Applicant acknowledge that I have read the Privacy Disclosure Statement. I authorise the Agent to collect information about me from:

1. My previous letting agents and/or landlords;
2. My personal referees;
3. Any Tenancy Default Database which may contain personal information about me. I also authorize the Agent to disclose details about any defaults by me under the tenancy to which this application relates to any tenancy default database to which it subscribes including Tenancy Information Centre of Australia (TICA), National Tenancy Database (NTD) and/or Trading Reference Australia (TRA).

I authorize the Agent to disclose the personal information collected about me to the owner of the property and to any third parties – building contractors, valuer, sales people, insurance companies, bodies corporate, other agents, tenancy default databases and any law enforcement agency such as Police and Sherriff.

I have read, agreed to and understood all of the above terms and conditions that are relevant to me.

Applicant Name..... Signature..... Date.....



This is a FREE service that can connect you to the following utilities and services in your new home:



Electricity



Gas



Phone +
Internet



Pay TV



Removalists



Cleaning

I consent to:

- Dhillon Real Estate providing my personal information to Direct Connect including name, address, email and phone number.
- Direct Connect contacting me by phone, SMS and/or email during my move in relation to electricity, gas and the other services set out above.
- Direct Connect obtaining metering information for the premises I am moving to.

☐

YES

Applicant 1:

Signature

X

Date

Applicant 2 (if applicable):

Signature

X

Date

Name

Phone

Privacy Collection Statement: Direct Connect Australia Pty Limited (DCA) is collecting your personal information for the purposes of contacting you in relation to your utilities and services connections. DCA will otherwise collect, use and disclose your personal information for purposes set out in its Privacy Policy at www.directconnect.com.au/privacypolicy/. This information may be disclosed to third parties that help DCA deliver its services. The Privacy Policy explains how DCA will collect, use, store and disclose your personal information, the consequences for you if DCA does not collect this information, and the way in which you can access and seek correction of your personal information or complain about a breach of the Privacy Act. To obtain further information, you can contact DCA on 1300 664 715.

PRIVACY STATEMENT

Privacy Disclosure Statement

We are an independently owned and operated business. We are bound by the National Privacy Principles. We collect personal information about you in this form to assess your application for a residential tenancy. We may need to collect information about you from your previous landlords or letting agents, your current or previous employer and your referees. Your consent to us collecting this information is set out below. We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful we may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and owner's insurers. We may also send personal information about you to the owners of any other properties at your request. You have the right to access personal information that we hold about you by contacting our privacy officer. If you do not complete this form or do not sign the consent below then your application for a residential tenancy may not be considered by the owner of the relevant property or, if considered, may be rejected.

NOTICE TO ALL THE TENANCY APPLICANTS

100 POINT IDENTIFICATION CHECK - The following identification has been photocopied and is attached to this application.

Driver's License	30 Points*
Passport	30 Points*
Other Photo ID/proof of age	30 Points*

<u>Bank statement (must attach)</u>	<u>20 Points #</u>
Previous tenancy ledger	20 Points
Previous tenancy agreement	20 Points
Previous four rent receipts (for private rentals)	20 Points
Bank debit/credit card	20 Points
Current wage/pay advice	15 Points
Telephone account	15 Points
Medicare card	15 Points
Electricity account	15 Points
Gas account	15 Points
Motor vehicle registration	15 Points
Pension card	10 Points
Health care card	10 Points
Birth certificate	10 Points

TOTAL POINTS =

Note:

*** - Must provide at least one of the items listed above with * next to the points and proof of income.**

- Must attach your current bank statement.

For Office Use only

Personal Reference Checked	Yes/No
Previous Agent/Lessor Checked	Yes/No
Tenancy Database Checked	Yes/No
Employment Checked	Yes/No
Lessor Notified - Approved	Yes/No
Applicant Notified	Yes/No