

Date received (office use only)



wodonga real estate
bestagents

RENTAL APPLICATION FORM

6 Stanley Street, Wodonga, VIC 3690
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E info@wodongarealestate.com.au
W www.wodongarealestate.com.au

Applicant Name

Property Address



Applicant name: _____

Names of other applicants: _____

Property preference #1: _____ Rent p/w: \$ _____

Property preference #2: _____ Rent p/w: \$ _____

Property preference #3: _____ Rent p/w: \$ _____

APPLICANTS PLEASE NOTE

YOUR APPLICATION WILL ONLY BE RETAINED FOR 7 DAYS.

Only complete applications will be processed and all applicants must have an application form attached.

If unsuccessful you will receive notification by SMS or phone.

I/We agree and understand that in the event of this application being rejected, there is no requirement at law for the agent to disclose to me/us any reason for such rejection.

I/We also agree that I/we will not raise any objection for not being provided a reason for any rejection of this application.

REQUIRED SUPPORTING DOCUMENTS

With this application I will provide:

- ☐ Rental receipts/Rental ledger
- ☐ Evidence of home ownership
- ☐ Evidence of income
(Current Centrelink statements, payslips, etc.)
- ☐ Photo copied photo ID
(Current Drivers Licence, Passport, etc.)

APPLICANT ACKNOWLEDGMENT / RENTAL POLICY

Wodonga Real Estate Best Agents is committed to providing you with the fairest and most professional rental service possible. That is why we follow this policy and the law at all times. We will also do our best to keep you fully informed of your rights and responsibilities.

We will refuse an application to lease a property if:

- We have received sufficient applications.
- The premises will not accommodate as many persons as you would like.
- The premises cannot be altered to suit your needs or cannot be returned to it's original condition when you leave.
- Your references do not provide enough information to allow us to determine your ability to pay the rent or look after the property.
- Your references are not as good as those of the successful applicant.

(Written in accordance with the Equal Opportunity Commission Victoria)

APPLICATIONS WILL ONLY BE PROCESSED ON A FULLY COMPLETED AND SIGNED TENANCY APPLICATION FORM.

We will contact you as soon as we have processed your application, whether you are successful or not successful – Your patience is much appreciated!

If accepted for the aforementioned property I agree that all payments must be made fortnightly in full, in advance. I have been informed, understand and agree that the bond for the property will be:

- Equivalent to one months rent for Victorian properties
- Equivalent to four weeks for NSW properties

I further agree and undertake to pay the said bond on or before the commencement of the residential tenancy agreement.

Should the Residential Rental Provider (RRP) of the property accept this application, I agree to pay 1 weeks rent to the letting agent within 24hrs of being accepted and to sign a Residential Tenancy Agreement. This payment will hold the property for me until the commencement of the Lease and cease any advertising or further applications on the property.

Each adult to occupy the premises are to complete an application form for the property. Only those people listed on the lease are to occupy the premises (except children).

Should renters wish to change leasee's all changes must be approved by the agent after completing an application form.

I, as the applicant, do solemnly and sincerely declare that I am not a bankrupt or an undischarged bankrupt and affirm that the enclosed information is true and correct. I have inspected within the named premises and wish to take a tenancy for such premises. I acknowledge Wodonga Real Estate may conduct independent reference and credit checks to this application.

This property is offered subject to the owner's approval and every effort will be made for occupation to be available at the suggested commencement date. I declare that the information supplied is true and correct and agree that the agent is permitted to make independent enquiries to provide information to the RRP for the purpose of assessing my eligibility to rent the property.

The availability and adequacy of TV Connections; telephone lines; and Internet Services are the sole responsibility of the renter(s) and renters should make their own enquires as to the availability and adequacy of such services before accepting the tenancy of the property.

Applicant Signature

X

Applicant Print Name

Date

FREE UTILITY CONNECTION SERVICE

myconnect[®]
a really smart move

MyConnect will contact you to connect your utilities for FREE



☒ **Yes, Please Contact Me**

☐ Interpreter required

☐ OR Tick here to opt out

Unless I have opted out of this section, I/we:

Consent to the disclosure of information on this form to myconnect ABN 65 627 003 605 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect 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 services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.



Get in touch: ☎ 1300 854 478 ✉ enquiry@myconnect.com.au 💻 myconnect.com.au

OCCUPANCY DETAILS

Lease commencement date: ____ / ____ / ____

Preferred Lease term: ☐ 9 Months ☐ 14 Months

No. of occupants: Adults ____ Children ____ Ages of Children ____

Pets: ☐ No ☐ Yes – Please provide details of any pets below: (Number of pets, Type, Breed, Age)

PERSONAL DETAILS

Please provide your details

Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Other ☐

First Name: _____ Middle: _____

Last Name: _____

Date of Birth: _____

Car Make/Model: _____

Car Registration No. _____

No. of vehicles to be kept at property: _____

Driver's Licence No: _____ State: _____ Exp: _____

Passport No: _____ Country: _____

18+ Card No: _____

Home Ph: _____

Mobile: _____

Work Ph: _____

Email: _____

Why did you leave this address?

RRP/Agent details of this property (if applicable)

RRP/Agent Name: _____

Phone number: _____

Rental amount: \$_____ per week

STUDENT DETAILS (if applicable)

Name of College, TAFE/University: _____

Course: _____

Contact: _____ Phone: _____

Student union no. _____ Student I.D no. _____

Student from: ____ / ____ / ____ to: ____ / ____ / ____

Income per week: \$_____

EMPLOYMENT DETAILS

Current Employment: _____

From: ____ / ____ / ____ to: ____ / ____ / ____

Your position held: _____

Nature of employment: ☐ Full Time ☐ Part Time ☐ Casual

Contact Name: _____

Phone: _____ Mobile: _____

Current NET Income: \$_____ per ☐ Week / ☐ Month

Previous Employment: _____

From: ____ / ____ / ____ to: ____ / ____ / ____

Your position held: _____

Nature of employment: ☐ Full Time ☐ Part Time ☐ Casual

Contact Name: _____

Phone: _____ Mobile: _____

Current NET Income: \$_____ per ☐ Week / ☐ Month

If you are SELF EMPLOYED:

Business name: _____

Industry: _____ How long: _____

Address: _____

Phone: _____

Current NET Income: \$_____ per ☐ Week / ☐ Month

CURRENT HOUSING

Do you: ☐ Own ☐ Rent ☐ Board ☐ Other (specify): _____

Current Address: _____

Period of occupancy at this address?

From: ____ / ____ / ____ to: ____ / ____ / ____

Why are you leaving this address?

RRP/Agent details of this property (if applicable)

RRP/Agent Name: _____

Phone number: _____

Rental amount: \$_____ per week

PREVIOUS RENTAL/HOUSING HISTORY

Did you: ☐ Own ☐ Rent ☐ Board ☐ Other

Previous Address: _____

Period of occupancy at this address?

From: ____ / ____ / ____ to: ____ / ____ / ____

OTHER INCOME

If you receive Centrelink Payments:

Type of payment: _____

Amount received: \$ _____ per ☐ Wk ☐ F/N ☐ Mth

Customer reference no. _____

Pension no. _____

If you receive income from an Investment Property:

Property address: _____

Town: _____ Postcode: _____

Amount received: \$ _____ per ☐ Wk ☐ F/N ☐ Mth

REFERENCES (family not permitted)

1. Full Name: _____

Relationship / Known for: _____

Phone: (H) _____ (M) _____ (W) _____

2. Full Name: _____

Relationship / Known for: _____

Phone: (H) _____ (M) _____ (W) _____

3. Full Name: _____

Relationship / Known for: _____

Phone: (H) _____ (M) _____ (W) _____

EMERGENCY CONTACT (not living with you)

Full Name: _____

Relationship: _____

Address: _____

Phone: (H) _____ (M) _____ (W) _____

PRIVACY ACT ACKNOWLEDGEMENT

In accordance with Privacy Principle 1.3 of the Privacy Act we require you to read and sign this acknowledgment. In order to process a tenancy application a tenancy applicant is required under the Australian Privacy Principle of Privacy Act to be made aware that an organisation may access a database. In addition a tenancy applicant is entitled to know what will happen to their information when it is passed onto an agent.

In accordance with the Australian Privacy Principles the database member discloses that in addition to information being supplied to Database Company other organizations may receive information from time to time. Other organizations may include, but not limited to debt collection agencies, insurance companies, government departments and other RRP's or agents.

I/we the said applicant/s declare that I/we give my/our permission to the agent to collect my/our information and pass such information onto TICA Default Tenancy Control Pty Ltd. I/we further give my/our permission for my/our information to be provided to any other tenancy database for the assessment of my/our tenancy application. I/we further give consent to the member of the Database Company to contact any of my/our referees provided by me/us in my/our tenancy application.

I/we agree and understand that once a tenancy application has been lodged with a member of a tenancy database and an inquiry made with tenancy database my/our information may be recorded as making an inquiry.

I/we agree that in the event of a default occurring under a tenancy agreement I/we give my/our permission to the member of a tenancy database to register any of my details of such breach with a tenancy database. I/we further agree and understand that the removal of such information from a database company is subject to the conditions of the Database Company.

I/we understand that TICA Default Tenancy Control Pty Ltd is a database company that allows its member's access to information accumulated from members about other renters who have breached their tenancy agreements.

I/we acknowledge and understand that TICA Default Tenancy Control Pty Ltd can be contacted on 190 222 0346. I/we agree that the calls to TICA Default Tenancy Control Pty Ltd are charged at \$5.45 per minute inclusive of GST.

TICA STATEMENT FOR RENTERS

The Privacy Act requires that any organisation that collects information on individuals must take reasonable steps to make those individuals aware of what will happen with that information and how to contact that organisation. This statement has been prepared for the benefit of the following groups –

- Members of TICA Default Tenancy Control Pty. Ltd.
- Individuals who make a tenancy application
- Individuals who engage the services of a property manager.

Under National Privacy Principle 1.3 (a) an individual must be made aware of an organisation and how to contact it. TICA Default Tenancy Control Pty. Ltd. (herein refers to as TICA) is incorporated in the state of New South Wales. TICA is a service provider to the rental accommodation industry throughout Australia, New Zealand and the United Kingdom that collects information about tenancy applicants and renters who breach their tenancy agreements. Under National Privacy Principle 1.3 (c) we advise that the information in processing a tenancy application. TICA can be contacted on 190 222 0346 call charge \$5.45 p.m. including GST.

Under National Privacy Principle 1.3 (b) an individual is able to contact TICA and know what information if any that is held on an individual on the TICA database.

Under National Privacy Principle 1.3 (d) an individual is entitled to know what organisations have access to their information collected and disclosed. Members of TICA only collect information that is required of them in order to gain a useful and better understanding of the tenancy applicant. The information collected by TICA is only used by members of TICA for the purpose of assessing a tenancy application other than those government departments and or agencies allowed by the Privacy Act to obtain information from TICA.

Under National Privacy Principle 1.3 (f) you are entitled to know what consequences if any exist if all or part of the information is not provided by an individual. In the event that an individual fails or refuses to provide the information required by a property manager then the property manager may elect not to process the tenancy application until the information is provided. An individual should also be aware that whilst the information remains outstanding the property being applied for may be passed into another tenancy applicant for consideration

TICA Default Tenancy Control Pty. Ltd.



Applicant Signature

Applicant Print Name

Date

X