

# Residential Tenancy Application



**Balwyn**  
289 Whitehorse Road 3103  
Ph: (03) 9830 1644 Fax: (03) 9888 5997  
balwyn@noeljones.com.au

**Camberwell - Rentals**  
883 Toorak Rd 3124  
Ph: (03) 9824 8222 Fax: (03) 9822 3106  
rentals.camberwell@noeljones.com.au

**Ringwood**  
265 Maroondah Hwy, Ringwood 3134  
Ph: (03) 9879 4422 Fax: (03) 9879 5533  
ringwood@noeljones.com.au

**Blackburn**  
67-69 Railway Road 3130  
Ph: 1300 065 736 Fax: (03) 9877 1955  
rentals.blackburn@noeljones.com.au

**Glen Iris**  
58 High St, 3146  
Ph: (03) 9885 2444 Fax: (03) 9886 9555  
gleniris@noeljones.com.au

**Mitcham (Blackburn Office)**  
67-69 Railway Road 3130  
Ph: 1300 065 736 Fax: (03) 9877 1955  
rentals.blackburn@noeljones.com.au

**Box Hill**  
532 Station Street 3128  
Ph: (03) 9899 6466 Fax: (03) 9899 5150  
boxhill@noeljones.com.au

**Doncaster**  
702 Doncaster Rd, 3108  
Ph: (03) 9848 7888 Fax: (03) 9848 7472  
doncaster@noeljones.com.au

**Wantirna (Blackburn Office)**  
67-69 Railway Road 3130  
Ph: 1300 065 736 Fax: (03) 9877 1955  
rentals.blackburn@noeljones.com.au

**A. PROPERTY DETAILS**

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

2. Property Rental  
 \$  Per week      \$  Per month      \$  Bond

3. Lease commencement date?  
 Day     Month     Year

4. Lease term?  
 Years     Months

5. How many tenants will occupy the property?  
 Adults     Children    Age/s of children

**B. PERSONAL DETAILS**

6. Please provide 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   
 Pension no. (if applicable)  Pension type (if applicable)

7. Please provide your contact details  
 Home phone no.  Mobile phone no.   
 Work phone no.  Fax no.   
 Email address

8. What is your current address?  
  
 Postcode


Property Manager Name

Application Fax to Direct Connect (If Required)

**C. UTILITY CONNECTIONS**


This is a FREE service that connects all your utilities and other services. Direct Connect can help arrange for the connection or provision of the following utilities and other services:

Electricity	Gas	Water
Phone	Internet	Insurance
Cleaners	Truck or van hire	Removalist
Pay TV		



**MAKES MOVING EASY**

Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.

 We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

**DECLARATION AND EXECUTION:** By signing this application, you:

- Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
- Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
- Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
- Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
- Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
- Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature  Date

PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F: 1300 664 185. [www.directconnect.com.au](http://www.directconnect.com.au)

**D. 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 Tenancy Agreement.

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 such as NTD, TICA or TRA for the purpose of checking your tenancy history;

I am aware that I may access my personal information by contacting -  
 • NTD: 1300 563 826 TICA: 1902 220 346 TRA: (02) 9363 9244

If I default under a rental agreement, I agree that 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 tradespeople or equivalent organisations to contact me
- lodge/claim/transfer to/from a 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.

Signature  Date

**E. APPLICANT HISTORY**

9. How long have you lived at your current address?

  Years      Months

10. Why are you leaving this address?

11. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent

 \$

12. What was your previous residential address?

Postcode

13. How long did you live at this address?

  Years      Months

14. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent

 \$

Was bond refunded in full?

If not why not?

15. Do you own a property within the local area?

Postcode

How long have you owned it for?

  Years      Months
**F. EMPLOYMENT HISTORY**

16. 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 student)

Employer's address

Postcode

Contact name

Phone no.

Length of employment

  Years      Months

Net Income

 \$

17. Please provide your previous employment details

Occupation?

Employer's name

Length of employment

  Years      Months

Net Income

 \$
**G. CONTACTS / REFERENCES**

18. Please provide a contact in case of emergency

Surname

Given name/s

Relationship to you

Phone no.

19. Please provide 2 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.

**I. OTHER INFORMATION**

20. Car Registration

21. 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 accepted.

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.

**HOW DID YOU FIND OUT ABOUT THIS PROPERTY?**

- The Age     The Internet     Local Paper  
 Board     Counter List     Relocation Company  
 Referral     Other (specify)

**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 each

**OFFICE USE ONLY**

Property Rental

 \$ per week     \$ per month