

RESIDENTIAL TENANCY APPLICATION



Please fill out and return to the relevant office along with 100 points of ID, OR go to jellisraig.com.au and apply online under PROPERTY MANAGEMENT.

Office

A. Rental Property Address

Preference 1

Preference 2

Date Inspected

Please complete one application per person.

2. Preferred Commencement Date

Day

Month

Year

3. Term

Months

4. Rental Amount

Per Week

B. Applicant Details

5. Name

First Name

Middle Name

Surname

Mr

Mrs

Ms

Dr

Other

6. Contact Details

Home Phone No.

Work Phone No.

Mobile Phone No.

Email

please print clearly

7. Other Applicant Names (All adults to reside at the property must be listed)

1.

2.

3.

4.

8. Number of People to Occupy

Adults

Children

Ages of Children

Pets Y/N

Number of Pets

Type of Pet/Breed

Age of Pet/s

Inside/Outside

9. Identification (please attach photocopies of 100 points of ID)

(For more info go to: www.dhs.vic.gov.au/au_data/assets/pdf_file/0019/604711/Proof-of-Identity-document.pdf)

Date of Birth

Drivers Licence No.

State of Issue

Expiry Date

Car registration No.

Alternative ID Passport No.

Expiry Date

Country

10. Current Address

Postcode

C. Current Landlord/Agent

If you are not renting go to Q12

11. Name of current Estate Agent/Private Landlord (Please circle)

Contact Person /Agent	<input type="text"/>		
Work Phone No.	<input type="text"/>	Home Phone No. (If private landlord)	<input type="text"/>
Mobile Phone No.	<input type="text"/>	Current Weekly Rental	\$ <input type="text"/>
Email	<input type="text"/>		
Length of Tenancy	Years <input type="text"/>	Months	<input type="text"/>
Reason for Moving	<input type="text"/>		

(If you have previously rented please provide a receipt history. If rented from a private landlord please provide a copy of the lease agreement or formal written reference.)

12. Details if home owner

This home is to be Sold Rented Retained

Details of Selling/Leasing Agent

Agent Name	<input type="text"/>		
Contact	<input type="text"/>		
Work No.	<input type="text"/>	Mobile No.	<input type="text"/>
Sale Amount / Rental Amount	\$ <input type="text"/>		
How long have you owned this home	Years <input type="text"/>	Months	<input type="text"/>
Reason for Moving	<input type="text"/>		
Other Comments	<input type="text"/>		

D. Previous Landlord/Agent Details

13. Previous Address

<input type="text"/>
<input type="text"/> Postcode

14. Previous Landlord/Agent (If you were not renting go to Question 15)

Contact Person/Agency	<input type="text"/>				
Work No.	<input type="text"/>	Mobile No.	<input type="text"/>	Email	<input type="text"/>
Weekly Rental	\$ <input type="text"/>	Length of Tenancy	Years <input type="text"/>	Months	<input type="text"/>
Reason for Moving	<input type="text"/>				

(If you have previously rented from a private landlord please provide copy of the Lease agreement or formal written reference)

15. Details if home owner

Was your home	Sold <input type="checkbox"/>	Rented <input type="checkbox"/>	Retained <input type="checkbox"/>	Sale Price/Rental Amount	\$ <input type="text"/>
Details of Selling/Leasing Agent					
Agent Name	<input type="text"/>				
Contact	<input type="text"/>	Phone No.	<input type="text"/>		
Length of Stay	Years <input type="text"/>	Months	<input type="text"/>		
Reason for Moving	<input type="text"/>				

E. Employment

16. Current Employer (Please attach 2 most recent payslips to this application)

Company Name
Contact Person Your Position
Employment Address Postcode
Phone No. Email
Employed Since Net Income \$ per month
Full Time Part Time Casual

If self employed:

Accountant's Name Contact No.
Type of Business ACN

Do you intend to operate any part of your business from home Yes/No (Please circle)

16A. Additional Sources of Income (Please provide details)

Type Income \$ per month

17. Previous Employer

Company Name
Contact Person Your Position
Phone No. Email
Employment Period Net Income \$ per month

Full Time Students please complete (Photocopy of student card must be supplied)

Course Name
Campus
Campus Contact
Enrolment Number

F. References (Not next of Kin)

18. Professional References

Name Relationship Phone No.
Name Relationship Phone No.

19. Personal References

Name Relationship Phone No.
Name Relationship Phone No.

G. Emergency Contact (Not residing with you)

Name Relationship
Address Postcode
Email Phone No.

H. Tenancy Disclosure Statement

The information on this form is being collected by the Jellis Craig agent named in this application. The primary purpose for which we collect the requested information is in connection to assessing your application for a lease or tenancy and if your application is accepted, of or incidental to managing your tenancy on behalf of the landlord. If you do not provide the information required in this form, we may be unable to accept your tenancy application. We may disclose your personal information to the following parties or types of organisations: the relevant landlord, their agent and/or solicitor, tradespeople or other persons authorised by Jellis Craig where required, and to government or statutory authorities as required by law, including to the Bond Authority. We may contact your personal and/or credit referees in order to further assess your application. Your personal information will be added to our database and may be used for the secondary purpose of providing you with information about other properties and services offered by Jellis Craig. You can opt out from receiving such information at any time. For further information about to access the personal information we hold about you, how to correct information, how to complain about a perceived breach of the Australian Privacy Principles and how we will deal with such a complaint, please see our privacy policy at <https://www.jellisrcraig.com.au/about-us/important-info#privacy-policy> or ask your Jellis Craig agent for a free copy.

I. National Tenancy Database Disclosure Statement J. Declaration

You can contact National Tenancy Database Pty Ltd (ABN 26 000 602 862) (NTD) by

Telephone: 1300 563 826 Facsimile: 07 3009 0619
 Email: info@ntd.net.au Website: www.ntd.net.au
 Address: P.O. Box 13294 George St, Brisbane QLD 4003

PRIMARY PURPOSE

NTD collects your personal information to provide to its members and others listed below, historical tenancy and public record information on individuals and companies who/which lease residential and commercial property from or through licensed real estate agent members of NTD.

NTD also provides credit information on companies / directors applying for commercial leases.

The real estate agent / property manager will advise NTD of your conduct throughout the lease / tenancy, and the information will form part of your tenant history.

NTD usually discloses information to:

- Licensed real estate agent members
- National Tenancy Database is a division of Veda Advantage Information Services and Solutions Limited, Collection House Limited
- ABN 26 000 602 862 and its subsidiaries and related entities
- Credit Bureaus

If your personal information is not provided to NTD the real estate agent / property manager will not be able to carry out their professional responsibilities and will not be able to provide you with a lease / tenancy of the premises.

I confirm that I have been notified of the tenancy database contact details & the reason for use.

APPLICANT Signature

Print Name

1. I acknowledge that this is an application to lease this property and that my application is subject to the owners approval and the availability of the premises on the due date. No action will be taken against the Landlord or Agent if the application is unsuccessful or should the premises not be ready for occupation on the date for whatever reason.
2. The tenant is responsible for the connection and payment of gas, electricity, telephone and water consumption. I acknowledge that I am responsible to turn the main power switch off before power is connected.
3. The tenant acknowledges that the premises are a "Smoke Free Zone" and will ensure they and their invitees do not smoke inside the premises.
4. I acknowledge that I have read and understood the privacy statements on this page.
5. I am aware that the agent will disclose my personal information to YourPorter for the purposes of transferring the water account into my name. This will enable YourPorter to connect all accepted tenants to relevant water boards for water usage.
6. The tenant is aware that Jellis Craig Property Management will take photos and video footage of the property at routine inspections.
7. During my inspection of this property I found it to be in reasonably clean condition and I accept the property in the current condition.

If this is not the case, please indicate any items you would like attended to prior to your tenancy. I acknowledge that these items are subject to the owners approval:

Signed

Name

Date

Please note, should your application be successful you will be required to sign a lease within 24 hours of approval providing a payment for your first months rental and your bond.

Where did you first see the property advertised?

Internet
 Local Real Estate Magazine

The Age
 Our rental list

Relocation Consultant
 Other

K. Utility Connections

YourPorter
 Connections, powered by **iSelect**

YourPorter is a FREE service connecting utilities and other services.

If the Agent approves this application, YourPorter will connect your water for the purpose of usage charges at your new property on behalf of the Real Estate Agent. YourPorter will be contacting you by phone, SMS, or email for the purposes of assisting you to connect your utilities within 24 hours of receiving this application for next business day connection.

Telephone: 1300 400 600
 Fax: 1300 326 468
 www.yourporter.com.au

- ELECTRICITY
 TELEPHONE
 WATER

- GAS
 PAY TV
 INTERNET

DECLARATION AND ACCEPTANCE:

I/We consent to the disclosure of this application form (including any personal information contained in this form) to YourPorter Pty Ltd (ABN 36 252 576 050) for the purpose of allowing YourPorter and its service provider iSelect Ltd to contact me for the connection of services as offered by YourPorter.

I/We acknowledge that if I/We do not provide my/our personal information, YourPorter and iSelect will not be able to provide these services to me/us. YourPorter and iSelect will ensure that my/our personal information is collected, used, held and disclosed in accordance with the requirements of the Privacy Act 1988 (Cth).

I/We acknowledge that iSelect, the Agent, its employees and YourPorter may receive a benefit in relation to the connection of any of the services listed above. I/We consent to YourPorter and iSelect contacting me by phone or SMS in relation to the connection of the services listed above. I/We acknowledge that this consent permits YourPorter and iSelect to contact me even if the numbers listed on this application are listed on the Do Not Call Register. YourPorter and iSelect will otherwise collect, hold, use and disclose personal information in accordance with their respective privacy policies, which are available at www.yourporter.com.au/general/privacy-policy/ and <http://www.isselect.com.au/privacy-policy/>. YourPorter is a free service, but I/We acknowledge that standard connection fees may apply for services connected (in addition to the ongoing service fees).

I/We acknowledge that neither YourPorter nor the Agent nor iSelect accept any responsibility for any delay in or failure to arrange or provide for any connection of a service or for any loss, damage, cost or expense in connection with such delay or failure. By signing this application I/We understand YourPorter is a value add product and that I/We are under no obligation to use YourPorter.

Signature:

Date:

avenue
 financial

- HOME LOAN
 INSURANCE

DECLARATION AND ACCEPTANCE:

I/We consent to the disclosure of this application form (including any personal information contained in the form) to Avenue Financial ABN 92 194 525 405 and its subsidiaries and related businesses. Avenue Finance can be contacted at www.avenuefinancial.com.au.

We use this information to stay in contact and provide our services to you. We may also use your information to offer or provide you with additional products or services, or ask for your feedback. We may not be able to assist you if we do not have your current contact information. We may need to disclose your information to our associates, contractors and service providers, who may be overseas.

Our Privacy Policy contains information about how you can access your personal information and request corrections or complain if you are dissatisfied with how we have dealt with your personal information. Avenue Financial is an authorised Credit Representative of AFG ABN 11 066 385 822 Australian Credit Licence Number 483507.

Signature:

Date: