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TENANCY APPLICATION FORM

Thank you for making your application. Please complete this form thoroughly so speedy processing of your application is possible. Please note the following important points:

1. All persons intending to reside at the property are required to complete a separate application form.
2. This application must be accompanied by a copy of your driver's licence or passport for identification.
3. Submit your completed application form as soon as possible by email, fax or in person to Red Dot Real Estate – note office hours Mon – Fri 9.00am – 5.00pm and Sat by appointment.
4. Applications will only be processed after confirmation of inspection of the property.
5. Please refer to further information regarding this application and tenancy at the end of this form.

Property Details you are applying for

Address	
Monthly Rent (pcm) \$	Bond \$
Lease Start Date / /	Lease Term

Tenancy Requirements

Number of occupants?	Adults	Children	Age of Children
Number of Cars to be parked?			Do you have pets? No / Yes (if yes provide details)

Personal Details of Applicant

First Name	Surname
Email	
Contact Phone	Mobile Phone
Drivers Licence or Passport No.	State/Country of Issue
Date of Birth / /	
Has your tenancy ever been terminated by a landlord or agent? No / Yes – Provide details	Are you in debt to a landlord or agent? No / Yes Provide details

Current Accommodation Details

Address	
Current Rent \$ per week/month	Currently renting or owner
Landlord/Agent	Landlord/Agent Phone
Reason for Leaving	How long have you lived there?
Do you expect to have full return of bond? No / Yes	If no give details

Previous Address

Address	
Rent Paid \$ _____ per week/month	Were you renting or owner?
Landlord/Agent	Landlord/Agent Phone
Reason for Leaving	How long at this address?
Was bond repaid in full? No / Yes	If no give details

Student Information

Are you a full time student? No / Yes	Enrolment Number
Place of Study	Course
Course length remaining	Income or Allowance details

Employment Information

Employer Name	Address & Phone
Manager	
Position	How Long Employed
Annual Income \$ _____	Employment basis - Permanent/Part time/Casual

Previous Employer

Employer Name	Address & Phone
Manager	
Position	How Long Employed
Annual Income \$ _____	Employment basis - Permanent/Part time/Casual

Emergency Contact

Name of a person not residing with you	Relationship
Address of contact	Phone

References (not related to you)

Referree 1 Name	Relationship	Phone
Referree 2 Name	Relationship	Phone
Referree 3 Name	Relationship	Phone



PH: 1300 554 323 | Fax: 1300 889 598
info@connectnow.com.au | connectnow.com.au

Moving home has never been easier

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.

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

Signed: _____

Date: _____

I authorise Red Dot Real Estate to obtain personal information about me from:

- a) The owner or the agent of my current or previous residence
- b) My personal referees and employer/s
- c) Any person who maintains any record, listing or database of defaults by tenants; and I authorise and consent to each of those persons providing requested personal information about me to the agent.

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 during the application process and during the term of my tenancy in order to:

- Communicate with the owner and select a tenant
- Prepare lease/tenancy documents
- Allow trades people 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) or similar organisation
- Transfer water account details into my name
- The Landlord's mortgagee – for mortgage purposes
- Other real estate agents and landlords
- Utilities companies such as gas, electricity and water connections
- Banks for rental payment facilities and financial records

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.

By submitting this application the applicant:

- a) has inspected the property and acknowledges it was in reasonably clean condition at time of inspection
- b) accepts the property in the current condition and facilities as inspected
- c) Acknowledges it is a condition of the Lease Agreement that ongoing rental payments are paid on the due date, monthly in advance and in full. Ongoing rental payments are to be made by direct debit from a cheque or savings account.
- d) Acknowledges 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 or if the application is unsuccessful.

I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all the information contained in this application is true and correct and given of my own free will.

By signing this Application, I agree to all terms and conditions within this document and the Privacy Conditions and Disclosure Statements as stated herein.

Applicant's Signature	Date
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NTD Disclosure Statement

<p>To contact National Tenancy Database Pty Ltd (ABN 65 079 105 025) ("NTD"): Telephone: 03 9610 4996 Facsimile: 03 9620 7339 Web site: www.ntd.net.au In person: Level 7, 477 Collins Street, Melbourne Vic 3000</p> <p>Primary Purpose NTD collects your personal information to provide to its members 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 that information will form part of your tenant history. NTD usually discloses information to:</p> <ul style="list-style-type: none">• Licensed real estate agent members• NTD's parent company, Collection House Limited (ABN 74 010 230 716) and its subsidiaries• Credit Bureaus

Required Identification

Please provide the following documents to support your application.

1. Three forms of identification including one with photo (eg. Passport, driver's license), medicare card, bank card.
2. Proof of income – three successive pay slips and/or bank statement showing same
3. Proof of your current address eg. Utilities bill, bank statement

All applicants are required to provide 100 points of identification to accompany this application as listed

Drivers Licence	50 points	Passport	50 points
Birth Certificate	50 points	Proof of Age Card	50 points
Rates Notice	20 points	Student ID Card	20 points
Current Wage Advice	20 points	Previous 2 Rent Receipts	20 points
Gas/electricity Account	20 points	Bank Statement	10 points
Concession/Pension Card	10 points		

Additional Information for Prospective Tenants

- Should your application be approved you will be required to sign a lease and provide payment of the bond within 24 hours.
- Prior to your commencement date all tenants must sign the Tenancy Agreement and pay the first month's rental charge
- Keys will only be handed out when all parties have signed the Tenancy Agreement, Bond lodgement form, all monies have been paid and the tenancy has commenced in accordance with the Tenancy Agreement
- The Bond and the first month's rent must be made by bank cheque or money order
- Further rent payments will be adjusted to meet Red Dot Real Estate's common rent pay date
- Red Dot Real Estate cannot confirm that any phone lines to the property are operable or able to be reconnected. It is the tenant's responsibility to check with the telephone provider before proceeding with the tenancy to confirm the situation with the telephone line. It is the responsibility of the tenant to pay any reconnection fees.
- The tenant is responsible for connection of all utilities
- Ensuring the main switch is in the off position for power connections remains the responsibility of the tenant
- Rent is payable on a per calendar monthly basis and is calculated using the formula of 1 week's rent/7 (days of week) x 365 = yearly figure/12 = pcm figure
- Some apartment complexes have special rules for moving in and out which may involve additional fees to you. Please confirm this with your Property Manager.
- An appointment time will be scheduled for the above procedures and we advise you leave at least 45 minutes for this to ensure time for you to read the conditions of the Tenancy Agreement and to ask relevant questions relating to your tenancy and agreement.

Thank you for your application and please feel welcome to contact us should you require assistance or for clarification of any aspect relating to this application.