



TENANCY APPLICATION FORM

Acceptance of this tenancy application will not be acknowledged until all pages are completed and signed.

**PO BOX 4123,
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Licensed Estate Agents · Auctioneers · Property Managers

Residential Tenancy Application Form

Please complete both sides of this form for your application to be processed.

1. Property Applying For

Address _____

Suburb _____ Postcode _____

Lease Term _____ Years _____ Months _____

Date Property to be occupied _____ / _____ / _____

Rent Payable for Property _____

Name(s) of other Applicants to Occupy Property _____

Property Manager _____ ID _____

2. If self-employed, please complete the following

Company Name _____

Company Address _____

Suburb _____ Postcode _____

Business Type _____

Position Held _____

A.B.N. _____

Accountant Name _____

Accountant Phone _____

Solicitor Name _____

Solicitor Phone _____

3. Personal Details

Title _____ First Name _____ Initial _____

Last Name _____

Date of Birth _____ / _____ / _____

Current Address _____

Suburb _____ Postcode _____

Drivers Licence Number _____ State of Issue _____

Car Registration Number _____

Alternate ID (eg passport) _____ No _____

Pension Type _____ No _____

Home Phone Number _____

Mobile Phone Number _____

Email _____

Occupation _____

Employers Name _____

Employer Phone Number _____

Please provide a contact number you are available on all day

Contact number: _____

4. Utility Connection Services

connectnow.

We get things sorted.

P: 1300 554 323 | F: 1300 889 598
www.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.

PRIVACY CONSENT AND TERMS: By signing this form you consent and agree to the following: Connect Now Pty Ltd (ABN 79 097 398 662) ("connectnow") will collect, use and disclose your personal information to contact you (including electronically) about providing moving, connection and disconnection services and to inform you about products and services offered by its related companies and third party suppliers. These other companies may also use your details to contact you directly about their products and services. See connectnow's Privacy Policy for further details, including your rights to access and correct the information held about you at connectnow.com.au. Third party service providers (who may transfer your data overseas) may have their own Privacy Policy, which you can request from them. You consent to connectnow continuing to market to you unless you opt out, including by emailing privacy@connectnow.com.au. To the extent permitted by law, connectnow is not responsible or liable for delayed or failed connections or the service providers' connection charges, which you must pay to them directly. Connectnow may be paid a fee by service providers and may pay a fee to real estate agents relating to services provided to you. If you nominate an alternative contact person on this application, you authorise them to act on your behalf to arrange moving, connection and disconnection services, including accepting third party terms. You warrant that you are authorised to make this application on behalf of all applicants and alternative contact persons listed and that each person has consented and agreed to the handling of their personal information on the same terms as you have

YES I accept the Terms. Please call me to connect my new home services

Signed:

Date:

PM ID:

5. Current Situation

Are you the Owner Renter

Duration at your current address? Years Months

Name of Landlord/Agent (If applicable)

Phone Number

Rent Paid per month

Reason for leaving

Was bond repaid in full? Yes No, If No, please specify

6. Previous Rental History

Were you the Owner Renter

Previous Address

Suburb Postcode

Duration at your previous address Years Months

Name of Landlord/Managing Agent/Selling Agent

Phone Number

Rent Paid per month

Reason for leaving

Was bond repaid in full? Yes No If No, please specify

7. Other Information

Number of persons occupying property Adults Children

Please specify the ages of any children.

Do you have pets? No Yes, if Yes, please specify

Type of pet Breed of pet

8. Next of Kin

Emergency Contact Relationship

Address Ph

Mobile Other

13. How did you find out about this property? (Please Tick)

RENT LIST OFFICE FOR LEASE BOARD NEWS PAPER INTERNET OTHER: _____

14. Declaration

I acknowledge that this is an application to lease this property and that my application is subject to the owner's approval and the availability of the premises on the due date. I hereby offer to rent the property from the owner under a lease to be prepared by the Agent pursuant to the Residential Tenancies Act 1997. I acknowledge that I will be required to pay rental in advance and a rental bond, and that this application is subject to approval from 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.

9. Current Employment Details

Employment Address

Suburb Postcode

Contact Name

Length at current employment Years Months

Net Income \$ Per Week \$ Per Month

10. Previous Employment Details

Occupation

Employers Name

Employment Address

Suburb Postcode

Employer Phone Number

Contact Name

Length at previous employment Years Months

Net Income \$ Per Week \$ Per Month

11. Personal Referees

1. Reference name

Occupation

Relationship Ph

2. Reference name

Occupation

Relationship Ph

12. If Student, please complete the following

Place of Study

Course being undertaken

Course Length

Enrolment Number

Parents Name Ph

Campus Contact Ph

Course Co-ordinator Ph

Income:

Parents Address Overseas:

I authorise the Agent to obtain details of my credit worthiness from, the owner or Agent of my current or previous residence, my personal referees, any record, listing or database of defaults by tenants. If I default under a rental agreement, the Agent may disclose details of any such default to any person whom the Agent reasonably considers has an interest receiving such information.

Signed: _____ Date / /

Tenancy Privacy Statement

Please complete both sides of this form for your application to be processed.

Please take the time to read this Privacy Statement carefully, and once completed return it signed with your tenancy application. As professional property managers, Absolute Property Management collects personal information about you.

Our Privacy Policy sets out how we collect, hold, use and disclose your personal information and can be found here: www.absolutepm.com.au.

We collect, use, and disclose personal information for the purpose of conducting our business.

We take reasonable steps to ensure the information we collect, hold, use, and disclose about you is accurate, up-to-date, complete, and relevant. Our Privacy Policy outlines how we do this.

We will provide you with access to your personal information if you request, unless otherwise permitted by law.

So we can provide you with the best experience, please let us know as soon as possible if the information that we hold about you is not complete and up-to-date.

Our Privacy Policy also contains:

- how and why we collect your personal information, including from third parties;
- whether the collection is required or authorised by law;
- consequences if we do not collect your personal information;
- how we use and disclose your personal information;
- how you may complain about a breach by us of the APPs and how we deal with such a complaint;
- what we do if a suspected data breach has occurred; and
- whether we disclose your personal information overseas.

Contacting us

If you have any questions or concerns about our Privacy Policy, please call us on 0411 171 168.

PLEASE NOTE:

1. This application is subject to the owner's approval and may take 2-3 days to process.
2. All applicants must complete an application form.
3. Bond payments must be transferred to our trust account 48 hours prior to the tenancy commencing.
4. Initial rental payments must be paid **by Direct Credit to Absolute Property Management**. The applicant hereby agrees to a credit check being carried out by the National Tenancy Database.
5. The applicant acknowledges that the property is in a reasonably clean condition and in good repair as inspected.

TENANCY ACCEPTANCE

We understand that finding and selecting a rental property is often difficult. We will process your application as quickly as possible, but please remember we may be processing many applications at the same time. To assist us please fill out ALL required details on the application and ensure your completed application is returned to our office as quickly as possible.

UNSUCCESSFUL APPLICATIONS

Should your application be unsuccessful you will be advised. However, should you wish to apply for another property we will hold over your application for you.

SUCCESSFUL APPLICATIONS

Should your application be successful you will be notified by phone and requested to confirm your tenancy. We require the leases to be signed and the bond to be paid in full to secure the tenancy. The property manager will supply you with these amounts at the confirmation of your tenancy. Keys will only be handed out when all parties have signed the tenancy agreement, all monies have been paid and the tenancy has commenced. No action will be taken against the landlord or agent if the application is unsuccessful or upon acceptance should the premises be unavailable for occupation on the date for whatever reason.

Signing of tenancy agreements is completed electronically via DocuSign and the payment of the bond is a credit into our trust account. It is a policy of **Absolute Property Management** that all rental payments are made via direct debit or rent card as payment of monthly rent.

Signed by the:

Applicant

Print Name

Date

Witness
