

APPLICATION FOR RESIDENTIAL TENANCY



IMPORTANT- TO CONSIDER YOUR APPLICATION, WE REQUIRE YOU TO:

- ✓ **FILL IN COMPLETELY AND SIGN THE APPLICATION FORM** with all relevant information and reference details, and all persons wishing to reside clearly indicated. **WE CANNOT PROCESS THIS FORM UNLESS ALL PARTS HAVE BEEN FULLY COMPLETED.**
- ✓ Read and Sign the **Privacy Act Acknowledgment Form**
- ✓ **Provide identification to pass our 100 POINT CHECK**

PROOF OF IDENTIFICATION- 100 POINT CHECK

WE REQUIRE EACH APPLICANT TO PROVIDE THE FOLLOWING IDENTIFICATION FROM ALL THREE CATEGORIES WITH A TOTAL SUM OF 100 POINTS OR MORE.

CATEGORY	IDENTIFICATION REQUIRED PER APPLICANT	POINT VALUE
1 <input type="checkbox"/>	Current Agent Rent History Ledger/Record	50 Points
1 <input type="checkbox"/>	Current Passport (only if Non-Australian Resident)	40 Points
1 <input type="checkbox"/>	Latest Telephone Account (Landline Only)	40 Points
1 <input type="checkbox"/>	Latest Electricity or Gas Account (with Address)	40 Points
1 <input type="checkbox"/>	Current Driver's Licence- with Photo	40 Points
2 <input type="checkbox"/>	Proof of Age Card- with Photo	40 Points
2 <input type="checkbox"/>	Tertiary Education Photo ID	30 Points
2 <input type="checkbox"/>	Current Vehicle Registration	30 Points
2 <input type="checkbox"/>	Passport (Australian Resident)	40 Points
3 <input type="checkbox"/>	Medicare Card	40 Points
3 <input type="checkbox"/>	Citizenship Certificate	40 Points
3 <input type="checkbox"/>	Birth Certificate	40 Points
3 <input type="checkbox"/>	Debit/Credit Card (photocopy)	40 Points

Processing and Application Acceptance/Non Acceptance PLEASE READ CAREFULLY

- Your application will be processed with the information provided and submitted to the landlord for their acceptance or non-acceptance for tenancy. This is always a landlord decision.
- **IMPORTANT- We are unable to give any reason for non-acceptance if your application is not approved for tenancy**
- Should your application be accepted, **you will be asked to pay the bond/first 2 weeks rent and sign the lease as soon as possible. You will be asked to pay the money by postal order or cheque.**
- **Water Charges may also apply- please check with the property manager.**
- It is a tenant's responsibility to arrange connection of electricity, telephone and gas supply to the property once the application is approved.

We can assist you through



Residential Application Form

For your application to be processed you must answer all questions (Including the reverse side)

RuralCo Property

181 Main North Rd, CLARE SA 5453

Ph: (08) 8842 3210 Fax: (08) 8842 3152



A. PROPERTY DETAILS

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

Address _____

Suburb _____ Postcode _____

Lease commencement date? / / _____

Lease term _____ Years _____ Months _____

No of people to occupy the property? _____ Adults _____ Children _____

Name _____ Age _____

Name _____ Age _____

Name _____ Age _____

Name _____ Age _____

B. APPLICANT ONE DETAILS

Title _____ First Name _____ Initial _____

Last Name _____

Date of Birth _____

Driver's Licence number _____ State of Issue _____

Driver's Licence expiry date _____ Car Regn _____

Passport No. _____ Country _____

Pension No. (if applicable) _____ Type _____

Please provide your contact details below:

Mobile phone No. _____

Work phone No. _____ Home phone _____

Email address _____

Current Address _____

Suburb _____ Postcode _____

D. DECLARATION

The applicant acknowledges:

1. that the landlords insurance will not cover the tenant's contents and it is advised that the tenant should obtain contents and public liability insurance.
2. that the terms and conditions were available at the time of applying as these form part of the tenancy agreement and the tenant agrees with these terms and conditions.
3. that upon being advised of approval of this application by the agent a legal tenancy agreement is created and if the tenant(s) choose not to proceed, the agent will begin procedures to relet the property and MAY choose to recover costs incurred from the reletting as set down by the Residential Tenancies Act 1995.
4. That unless agreed otherwise the tenant shall be liable for all water costs pertaining to the property as per State calculations. Costs to be calculated on a daily basis.

5. Please Note: Our tenancy agreements contain a special clause stating: NO SMOKING INSIDE THE PREMISES

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: (a) the owner or the Agent of my current or previous residence; (b) my personal referees and employer/s; (c) any record listing or database of defaults by tenants;

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: (a) communicate with the owner and select a tenant; (b) prepare lease/tenancy documents; (c) allow tradespeople or equivalent organisations to contact me; (d) lodge/claim/transfer to/from a Bond Authority/Trust Account; (e) refer to Tribunals/Courts & Statutory Authorities (where applicable); (f) refer to collection agents/lawyers (where applicable); (g) complete a credit check with NTD (National Tenancies Database) or TICA

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. I am aware that I may access personal information on the contact details above.

6. Inconsistency

If there is any inconsistency between the terms of this Application and the Residential Tenancy Agreement, the terms of the Residential Tenancy Agreement prevail.

7. Privacy Act 1988

7.1 The personal information the Applicant provides in this Application or collected from other sources is necessary for the Agent to verify the Applicant's identity to process and evaluate the Application and to manage the tenancy. Personal information collected about this Applicant in this Application and during the course of the tenancy (if this Application is approved) may be disclosed for the purpose for which it was collected to other parties including to the Landlord, referees, other agents, and third party operators of residential tenancy databases.

7.2 Information already held on Residential Tenancy Databases may also be disclosed to the Agent and/or landlord. If the Applicant enters into a Residential Tenancy Agreement, and if the Applicant fails to comply with their obligations under that Agreement, this fact and other relevant personal information collected about the Applicant during the course of the tenancy may also be disclosed to the Landlord or, third party operators of residential tenancy databases and or other agents.

8. Applicant acknowledges the Agent's disclosure of the use of Residential Tenancy Database to check the Applicant's tenancy history

TICA - PO Box 120 Concord NSW 2137, Telephone 190 222 0346 or www.tica.com.au

NTD - GPO Box 13294 George St, Brisbane Qld 4003, Telephone 1300 563 826 or www.ntd.net.au

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:

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Cleaning |
| <input type="checkbox"/> Gas | <input type="checkbox"/> Insurance |
| <input type="checkbox"/> Phone | <input type="checkbox"/> Removalist |
| <input type="checkbox"/> Internet | <input type="checkbox"/> Truck or van hire |
| <input type="checkbox"/> 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:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. 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
3. 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.
4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
5. 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.
6. 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

Property Rental

\$ _____ per week \$ _____ Bond Amount

Applicant Signature: _____ Date: _____ Applicant Signature: _____ Date: _____

E. APPLICANT ONE- HISTORY	
2. How long have you lived at your current address?	
Years	Months
3. Why are you leaving this address?	
4. Landlord/Agent details of this property (if applicable)	
Name of landlord or agent	
Landlord/agent's phone no.	Weekly Rent Paid
	\$
5. What was your previous residential address?	
Postcode	
6. How long did you live at this address?	
Years	Months
7. Landlord/Agent details of this property (if applicable)	
Name of landlord or agent	
Landlord/agent's phone no.	Weekly Rent Paid
	\$
Was bond refunded in full?	If not why not?
F. EMPLOYMENT HISTORY/ INCOME DECLARATION	
8. Please provide your employment/ Income details (Centrelink recipients: please complete INCOME/BENEFIT 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	Net Income/Benefit
Years	Months
	\$
9. Please provide your previous employment details	
Occupation?	
Employer's name	
Length of employment	Net Income/Benefit
Years	Months
	\$

G. CONTACTS / REFERENCES		
10. Please provide a contact in case of emergency		
Surname	Given name/s	
Relationship to you	Phone no.	
11. 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.	
H. OTHER INFORMATION FOR ALL APPLICANTS		
12. Registration numbers for ALL vehicles		
Owner's name		
13. Please provide details of any pets		
Breed/type	Age	inside/outside
1.		
2.		
3.		
14. Please provide names & current address of all other persons that will reside at this premise		
I. PLEASE NOTE		
Keys will not be handed over until the lease agreement has been signed by all applicants, and payment of bond and first two weeks rent has been received.		
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.		
THESE PREMISES ARE SMOKE FREE INSIDE		
J. PAYMENT METHOD		
<input type="checkbox"/> Direct Debit	<input type="checkbox"/> Bpay	

K. APPLICANT TWO- DETAILS

Title First Name Initial

Last Name

Date of Birth

Driver's Licence number State of Issue

Driver's Licence expiry date Car Regn

Passport No. Country

Pension No. (if applicable) Type

Please provide your contact details below:

Mobile phone No.

Work phone No. Home phone

Email address

Current Address

Suburb Postcode

L. APPLICANT HISTORY**15. What is your current address?**

Postcode

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

Years Months

17. Why are you leaving this address?**18. Landlord/Agent details of this property (if applicable)**

Name of landlord or agent

Landlord/agent's phone no. Weekly Rent Paid \$

19. What was your previous residential address?

Postcode

20. How long did you live at this address?

Years Months

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

Name of landlord or agent

Landlord/agent's phone no. Weekly Rent Paid \$

Was bond refunded in full? If not why not?

M. EMPLOYMENT HISTORY/ INCOME DECLARATION**22. Please provide your employment details (Centrelink recipients: please complete INCOME/BENEFIT 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 Net Income/Benefit
Years Months \$**23. Please provide your previous employment details**

Occupation?

Employer's name

Length of employment Net Income/Benefit
Years Months \$**N. CONTACTS / REFERENCES****24. Please provide a contact in case of emergency**

Surname Given name/s

Relationship to you Phone no.

25. 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.

O. OTHER INFORMATION**26. Registration numbers for your vehicle/s****P. OFFICE USE ONLY**