

# Application Form

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



## A. AGENT DETAILS

### R & R Real Estate

13 Webb Street, Narre Warren VIC 3805

Phone no: 03 9704 7700

Fax no: 03 9704 6946

Email address: rentals@randrrealestate.com.au

## B. PROPERTY DETAILS

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

Postcode

Was the property in a reasonably clean condition upon inspection?

Yes  No

If "No" - I believe that the following should be attended to prior to my tenancy. I Understand that these items are subject to the landlords approval

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Where did you find this property? (please tick)

Rent list/Office  Newspaper  Internet  Sign

2. Lease commencement date?

<table border="1" style="width: 20px; height: 20px;"> <tr><td> </td></tr> </table>		Day	<table border="1" style="width: 20px; height: 20px;"> <tr><td> </td></tr> </table>		Month	<table border="1" style="width: 20px; height: 20px;"> <tr><td> </td></tr> </table>		Year

3. Lease term?

<table border="1" style="width: 20px; height: 20px;"> <tr><td> </td></tr> </table>		Years	<table border="1" style="width: 20px; height: 20px;"> <tr><td> </td></tr> </table>		Months

4. How many people will normally occupy the property?

<table border="1" style="width: 20px; height: 20px;"> <tr><td> </td></tr> </table>		Adults	<table border="1" style="width: 20px; height: 20px;"> <tr><td> </td></tr> </table>		Children

## C. PERSONAL DETAILS

5. Please give us your details

Mr  Ms  Miss  Mrs.  Other

Given name/s  Surname

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Date of Birth  Driver's licence number

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Driver's licence expiry date  Driver's licence state

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Passport no.  Passport country

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Pension no. (If applicable)  Pension type (if applicable)

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6. Please provide your contact details

Home phone no.  Mobile phone no.

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Work phone no.  Fax no.

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Email address

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7. What is your current address?

Postcode

Property manager name	<b>Jodie Baker</b>
Application faxed to UtilityOne (if required)	

## D. UTILITY CONNECTIONS

### IVRRW

To save you time when you're moving house, UtilityOne can help you arrange your utility connections:

PHONE	ELECTRICITY	GAS	WATER
DSL	DIAL UP & CABLE	INTERNET	PAY TV

It's a FREE service and there's NO obligation - so just tick this box if you want UtilityOne to call you and explain how the service works. Then, IF you would like help arranging your connections, we will confirm the details with you at that time.

Yes, please contact me!

**NB: MAINS SWITCH *MUST* BE IN OFF POSITION FOR ELECTRICITY SUPPLIER TO CONNECT.**

Utility connection services are provided by:



Phone: 13 18 19 Email: [contact@utilityone.com.au](mailto:contact@utilityone.com.au)  
 Fax: 1300 73 18 19 Web: [www.utilityone.com.au](http://www.utilityone.com.au)

UtilityOne will use the information in this application to explain the services offered and to undertake any connection and disconnection services authorized (including the provision of information to utility companies). Personal information collected by UtilityOne may be accessed by contacting UtilityOne on the contact details above. Normal service provider fees or bonds may apply.

## E. 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 about me from:

- (a) The owner or the Agent of my current or previous residences;
- (b) My personal referees for this application
- (c) My current and past employers;
- (d) 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 within this application in order to:

- (a) communicate with referees, employees, landlords, third party operators of tenancy reference databases, other agents and select a tenant
- (b) communicate with the owner and select a tenant
- (c) prepare lease/tenancy documents
- (d) allow tradespeople or equivalent organisations to contact me
- (e) lodge/claim/transfer to/from a Bond Authority
- (f) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (g) refer to collection agents/lawyers (where applicable)
- (h) complete a check with a tenancy default database
- (i) 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. I am aware that I may access personal information on the contact details above and that I may be able to correct this information if it is inaccurate, incomplete or out-of-date.

If section D is completed, I consent to the disclosure of this application form to UtilityOne Corporation ACN 096 897 880 for the purpose of enabling UtilityOne to offer the connection and disconnection services to me. Where UtilityOne is requested to arrange for the provision of the services, I consent to UtilityOne disclosing personal information it collects about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I consent to UtilityOne disclosing confirmation details (including NMI, MIRN, telephone number, water company) to the Agent. I acknowledge that the Agent, its employees and UtilityOne may receive a fee/benefit from a service provider in relation to the connection of a utility service. **I acknowledge that neither UtilityOne nor the Agent accepts any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure.**

Signature

Date

X	
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**PLEASE PROVIDE PHOTO I.D**



### F. APPLICANT HISTORY

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

<input type="text"/>	Years	<input type="text"/>	Months
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9. Why are you leaving this address?

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

Name of landlord or agent

Landlord/agent's phone no.	Weekly rent paid
<input type="text"/>	\$ <input type="text"/>

11. What was your previous residential address?

  
  
 Postcode

12. How long did you live at this address?

<input type="text"/>	Years	<input type="text"/>	Months
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13. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.	Weekly rent paid
<input type="text"/>	\$ <input type="text"/>

Was bond refunded in full?	If not why not?
<input type="text"/>	<input type="text"/>

### G. EMPLOYMENT HISTORY

14. 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 a student)

Employer's address

  
 Postcode

Contact name	Phone no.
<input type="text"/>	<input type="text"/>

Length of employment	Net income?
<input type="text"/> Years <input type="text"/> Months	\$ <input type="text"/>

15. Please provide your previous employment details

Occupation?

Employer's name:

Length of employment	Net income?
<input type="text"/> Years <input type="text"/> Months	\$ <input type="text"/>

### H. CONTACTS / REFERENCES

16. Please provide a contact in case of emergency

Surname	Given name/s
<input type="text"/>	<input type="text"/>
Relationship to you	Phone no.
<input type="text"/>	<input type="text"/>

17. Please provide two personal references (not related to you)

1. Surname	Given name/s
<input type="text"/>	
Relationship to you	Phone no.
<input type="text"/>	<input type="text"/>

2. Surname	Given name/s
<input type="text"/>	
Relationship to you	Phone no.
<input type="text"/>	<input type="text"/>

### I. OTHER INFORMATION

18. Car Registration

19. Please provide details of any pets:

Breed / type	Council registration / number
1.	<input type="text"/>
2.	<input type="text"/>

### 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.

### OFFICE USE ONLY

Property rental

\$ <input type="text"/>	Per week OR	\$ <input type="text"/>	per month
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Other notes/comments