

Tel: 02 8283 1518
 Fax: 02 9758 3030

Email: rentals @estategalaxy.com.au
 156 Haldon Street Lakemba NSW 2195

RESIDENTIAL TENANCY APPLICATION FORM

APPLICATION INFORMATION									
PROPERTY DETAILS									
Address of Property you would like to rent:									
Lease commencement date:				Lease term:					
Rent weekly:									
How many tenants will occupy the property:		Adults:		Children:		Ages of Children:			
PERSONAL DETAILS									
Title: (Please tick)	<input type="checkbox"/> Mr		<input type="checkbox"/> Ms		<input type="checkbox"/> Miss		<input type="checkbox"/> Mrs		<input type="checkbox"/> Other
Given Names:				Surname:					
Date of Birth:									
Driver's Licence:		Number:		Expiry Date:		State:			
Passport Number:				Passport country:					
Pension Number(if applicable):				Pension type(if applicable):					
Phone: Home				Mobile:					
Phone: Work				Fax:					
Email address:									
Current address:									
How did you found out about this property? (Please tick)		<input type="checkbox"/> Newspaper	<input type="checkbox"/> Office	<input type="checkbox"/> Referral	<input type="checkbox"/> Internet	<input type="checkbox"/> Local Paper	<input type="checkbox"/> Sign Board	<input type="checkbox"/> Other	
REQUIRED DOCUMENTS									
1.Driver's Licence copy/ Passport copy									
2.Two recent payslips/ Two years tax returns and Centrelink statements									
3. Tenancy Ledger and two month's bank statements									
4.Copy of Medicare card and any utilities bills under your name									
APPLICANT HISTORY									
Most recent property									
How long have you lived in your current address?						Years	Months		
Reason for leaving									
Landlord/ Agent Name:									
Phone:			Fax:			Weekly Rent Paid:			
Previous address:						Postcode:			
Second most recent property									
How long have you lived in your current address?						Years	Months		
Reason for leaving									
Landlord/ Agent Name:									
Phone:			Fax:			Weekly Rent Paid:			
Previous address:						Postcode:			

EMPLOYMENT HISTORY

Occupation:

Nature of employment	Full time	Part time	Casual	Contract/ Temporary
----------------------	-----------	-----------	--------	---------------------

Employer's name:

Employer's address:

Postcode:

Contact Name:

Phone:

Length of Employment:

Net Income:

CONTACT REFERENCES

Emergency Contact:

Relationship to you:

Phone Number

Referee Contact 1:

Relationship to you:

Phone Number

Referee Contact 2:

Relationship to you:

Phone Number

OTHER INFORMATION

Car registration:

Please provide any details of pets (breed):

Council Registration/ Number

- 1.
- 2.

UTILITIES

Please circle as required	Electricity	Gas	Phone	Internet	Pay TV	Insurance
---------------------------	-------------	-----	-------	----------	--------	-----------

This is a free service that connects all your utilities

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 the information on this Application and explain the details of the services offered. Direct Connect is a utility one stop connection service.

Once we have received this application we will call you to confirm your details.



DECLARATION AND EXECUTION: By signing this application, I/we: consent to Direct Connect arranging for the connection and disconnection of the nominated utility services and to providing information contained in this application to utility providers for this purpose; acknowledge having been provided with terms and Conditions of Supply of Direct Connect and having read and understood them together with the Privacy Collection Notice set out below; declare that all the information contained in this application is true and correct and given of their own free will; expressly authorise Direct Connect to provide any information disclosed in this Application to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; expressly authorise Direct Connect to provide any information disclosed in this Application to an information provider for the purpose of that information provider disclosing it to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; consent to Direct Connect contacting me by telephone or by SMS in relation to the marketing or promotion of all of the services listed under the heading "Utility Connections" above even if we/I have not applied for the connection of those services in this application. This consent will continue [for a period of 1 year from the date of our/my execution of this application/until [28] days after we/I disconnect the last of the services in respect of which this application is made]; acknowledge that this consent will permit Direct Connect to contact us/ me even if the telephone numbers listed on this application form are listed on the Do Not Call Register; understand that under the requirements of the Privacy Act 1988, Direct Connect will ensure that all personal information obtained about me/us will be appropriately collected, used, disclosed and transferred and will be stored safely and protected against loss, unauthorised access, use, modification or disclosure and any other misuse; authorise the obtaining of a National Metering Identifier (NMI) for my residential address to obtain supply details; consent to Direct Connect disclosing my/our details to utility providers (including my/our NMI and telephone number); declare and undertake to be solely responsible for all amounts payable in relation to the connections and/or supply of the Services and hereby indemnify Direct Connect and its officers, servants and agents and hold them indemnified against any charges whatsoever in respect of the Services; acknowledge that, to the extent permitted by law, Direct Connect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of the services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection, disconnection or provision of, or failure to connect or disconnect or provide, the nominated utilities; acknowledge that whilst Direct Connect is a free service I/we may be required to pay standard connection fees or deposits required by various utility providers; acknowledge that the Services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated utility providers bind me/us and that after hours connections may incur additional service fees from utility providers; acknowledge that the real estate agent listed on this application form may receive a benefit from Direct Connect in connection with the provision of the service being provided to me/us by Direct Connect; and acknowledge the entitlement of Direct Connect and its associates, agents and contractors, to receive a fee or remuneration from the utility provider and that such fee or remuneration will not be refunded to me as a rebate in connection with the provision of the utility connection services. By signing this application form, I warrant that I am au

Signature: _____

Date _____

PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F:1300 664 185. www.directconnect.com.au

PAYMENT DETAILS

Property Rental:	\$	p/w	First payment:	\$	Rental Bond(4 weeks):	\$
Subtotal:						\$
Less holding deposit:						\$
Amount payable on signing tenancy agreement (bank cheque or money order)						\$

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 from the date as stated above or a date agreed to by the Agent/Landlord. I declare I have inspected the premises and agree to accept the property in the current condition.

All the information contained in the application (including the reverse side) is true and correct and given of my own free will. I acknowledge that all documents submitted with my application (Original or photocopied) will remain the property of the agent. I authorise the Agent to obtain personal information from any/all of the contacts I have submitted on the application or attachments. I understand that the agent may also check any record listing or database of defaults by tenants and if I default under rental agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to Agents/Landlords or 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,
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable),
- (f) refer to collection agents/lawyers (where applicable),
- (g) complete a credit check with TRA (Trading Reference Australia),

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 also aware that the application needs to be entirely completed and all required documents provided in order to have the application reviewed by the Agent/Landlord.

I have read and understand this declaration I am signing

Signature: _____

Date _____

RESERVATION

Monies will only be accepted after the application of tenancy is approved. The Holding fee (not exceeding 1 week's rent) of _____ keeps the premises off the market for the prospective tenant for 7 days (or longer by agreement). In consideration of the above holding fee paid by the prospective tenant, the landlord's agent acknowledge that:

- (a) The application for tenancy has been approved by the landlord; and
- (b) The premises will not be let during the above period, pending the making of a residential tenancy agreement; and
- (c) if the prospective tenant(s) decide not to enter such an agreement, the landlord may retain the whole fee; and
- (d) if an residential tenancy agreement is entered into, the holding fee is to be paid towards rent for the residential premises concerned
- (e) The whole of the fee will be refunded to the prospective tenant if;
 - (i) the entering into of the residential tenancy agreement is conditional on the landlord carrying out repairs or other work during the specified period
 - (ii) the landlord/landlord's agent have failed to disclose a material fact(s) or made misrepresentation(s) before entering into the residential tenancy agreement

Landlord Signature: _____

Date _____

Applicant Signature: _____

Date _____