

# Residential Application Form

For your application to be processed you must answer all questions and attach 100 points of ID

# BRAD TEAL

**A. AGENT DETAILS**

**Brad Teal Real Estate – Essendon**  
1122 Mount Alexander Road  
Essendon VIC 3040  
**Phone:** 03 9374 2199  
**Email:** applications@bradteal.com.au

PROPERTY MANAGER

**B. PROPERTY DETAILS**

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

2. **Lease start date?**  
 /  /

3. **Date property inspected/viewed?**  
 /  /

4. **Preferred lease term?**  
 Years  Months

5. **Property rental?**  
 \$ per week  \$ per calendar month

6. **How many people will normally occupy the property?**  
 Adults  Children, Ages: \_\_\_\_\_

**\*\* EACH ADULT MUST FILL IN A SEPARATE APPLICATION \*\***

**C. PERSONAL DETAILS**

7. **Please give us your details.**  
 Mr  Ms  Miss  Mrs  Other  
Surname  Given name/s   
Date of Birth  Driver's licence number   
Driver's licence expiry date  Driver's licence state   
Passport number  Passport country   
Pension number (if applicable)  Pension type (if applicable)

8. **Please provide your contact details.**  
Mobile phone number  Work phone number   
Email address

9. **What is your current address?**

**D. UTILITY CONNECTIONS**



**on the move**

Let **On The Move** reduce your stress and save you time by arranging your utility connections at the property ... at no extra cost! We will contact you within 2 hours to confirm.

**Ph: 1300 850 360 Fax: 1300 661 160 Email: sales@onthemove.com.au**

**YES!** I would like **On The Move** to contact me.

**WATER** (standard connection with all applications)

**Terms & Conditions** - By ticking the box above, you are consenting to On The Move contacting you to arrange your services. On The Move may need to disclose personal information to utility companies to arrange your services. Please see On The Move's Privacy Policy at [www.onthemove.com.au](http://www.onthemove.com.au). On The Move and your Agent may receive a benefit for arranging your services. On The Move & your agent do not accept responsibility for any delay or failure to connect your services. Standard connection fees & 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 owner I agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act 1997.

I acknowledge that this application is subject to the approval of the owner. 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, the Agent may disclose details of any such default to a tenancy default database, and to agents/owners 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 organisations/trades people to contact me
- (d) lodge/claim/transfer to/from the Residential Tenancies 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 NTD (National Tenancies Database Phone 1300 563 826 – Email info@ntd.net.au)
- (h) transfer water account details into my name

I acknowledge that in accordance with the Electronic Transactions (Victoria) Act 2000, the Agent may send some Notices via electronic means and agree that this is a valid form of notice in accordance with the Act.

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.

If Section D is completed, I consent to the disclosure of this page of the application form to On The Move for the purpose of enabling On The Move to offer the connection and disconnection services to me. I consent to On The Move disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I acknowledge that neither On The Move nor the Agent accept 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.

By ticking this box I confirm that I have read, understood and agreed with the above declaration.

**Signature**  **Date**

**Print Name**

## F. APPLICANT HISTORY

### 10. How long have you lived at your current address?

<input type="text"/>	Years	<input type="text"/>	Months
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### 11. Please tell us about this rented property.

Name of owner or agent

Owner/agent's phone number

Weekly rent paid

 \$

Reason for leaving this address?

### 12. What was your previous residential address?

  
 Postcode

### 13. How long did you live at this address?

<input type="text"/>	Years	<input type="text"/>	Months
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### 14. Please give us further information about this rented property.

Name of owner or agent

Owner / Agent's phone number

Weekly rent paid

 \$

Was bond refunded in full?

If NO, why not?

 YES  NO

## G. EMPLOYMENT HISTORY

\*\* PLEASE PROVIDE **PROOF OF INCOME** (E.G. PAYSLIP, BANK STATEMENT OR CENTRELINK STATEMENT) \*\*

### 15. 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 number

Length of employment

<input type="text"/>	Years	<input type="text"/>	Months
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Weekly / Annual Income

Other Income

 \$ \$

## H. PREVIOUS EMPLOYMENT DETAILS

### 16. Please provide your previous employment details.

Occupation

Employer's name

Length of employment

Net Income

<input type="text"/>	Years	<input type="text"/>	Months
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 \$

## I. CONTACTS / REFERENCES

### 17. Please provide a contact (in case of emergency).

Surname

Given name/s

Relationship to you

Phone number

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

1. Surname

Given name/s

Relationship to you

Phone number

2. Surname

Given name/s

Relationship to you

Phone number

## J. OTHER INFORMATION

### 19. Please provide details of any vehicles.

Registration number

Make/model

### 20. Please provide details of any pets.

Breed/Type

Council registration / number

## K. PAYING RENT

I would like to pay rent using (please tick):

Direct Debit

Personal cheque, bank cheque or money order

## L. PLEASE NOTE

First month's rent and bond must be made by bank cheque, money order or EFTPOS within 24 hours after approval of application.

### NO PERSONAL CHEQUES PLEASE.

We accept:



A credit card surcharge of .88% applies to Visa and MasterCard

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 owner or agent should any circumstances arise whereby the property is not available for occupation on the due date.

## M. IDENTIFICATION

Please provide us with 100 points of ID from the following:

Your Passport	-	50 Points
Your Birth Certificate	-	50 Points
Your Driver's Licence	-	50 Points
Copy of Gas/Water/Electricity bill	-	30 Points each
Copy of Credit Card or Other bill	-	25 Points
Copy of Mobile Phone account	-	20 Points
Copy of Medicare Card	-	10 Points
Concession/ Pension Card	-	10 Points

## N. EASY BONDPAY

Did you know you  
can pay your bond in  
instalments with  
**easyBondpay™**

makes renting easier for you

Yes!  If approved for this property I would like to receive an easyBondpay quote.

[www.easybondpay.com.au](http://www.easybondpay.com.au)

call us on 1300 022 663 (1300 02 BOND)