

## Tenancy Application Form

Applicants must supply a form of identification from the list below with a minimum total of 100 points for their application to be considered.

ID must include at least 1 type of Photo ID plus the applicant's current residential address and date of birth.

Drivers Licence	50pts
Passport	50pts
Other photo ID	50pts
Birth Certificate	50pts
Medicare Card	25pts
Bank Card	25pts
Bank Statement	25pts

### **Property Managers:**

**Daniel Bryan**

**Business Development Manager**  
[danielb@dixonkestles.com.au](mailto:danielb@dixonkestles.com.au)

**Nadia Barnes**

**Head of Department – Residential Property Management**  
[nadiab@dixonkestles.com.au](mailto:nadiab@dixonkestles.com.au)

**Natalie Farah**

**Senior Residential Portfolio Manager**  
[natalief@dixonkestles.com.au](mailto:natalief@dixonkestles.com.au)

**Dale Hoghton**

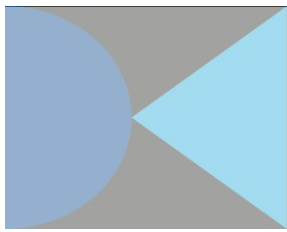
**Residential Portfolio Manager**  
[daleh@dixonkestles.com.au](mailto:daleh@dixonkestles.com.au)

**Sera Hicks**

**Residential Portfolio Manager**  
[serah@dixonkestles.com.au](mailto:serah@dixonkestles.com.au)

**Thomas Foster**

**Residential Portfolio Manager**  
[thomasf@dixonkestles.com.au](mailto:thomasf@dixonkestles.com.au)



# Dixon Kestles

**Property Details:**

Address you are applying for \_\_\_\_\_

Have you inspected the property? Yes  No  Lease commencement date \_\_\_\_\_

Lease term \_\_\_\_\_ Years \_\_\_\_\_ Months Rental amounts? \$ \_\_\_\_\_ per week

How many people will occupy the property? Adults \_\_\_\_\_ Children \_\_\_\_\_ Ages of Children \_\_\_\_\_

Names of other applicants: \_\_\_\_\_

**Personal Details:**

Mr/Ms/Miss/Mrs/Other \_\_\_\_\_

Date of Birth \_\_\_\_\_ Driver's Licence number \_\_\_\_\_ Expiry date \_\_\_\_\_ State of Issue \_\_\_\_\_

Passport No. \_\_\_\_\_ Passport country \_\_\_\_\_

Mobile No. \_\_\_\_\_ Work Phone No. \_\_\_\_\_ EmailAddress: \_\_\_\_\_

Do you have pets? Yes  No  Breed/Type \_\_\_\_\_

**Applicant's Rental History:**

What is your current address? \_\_\_\_\_

How long have you lived at your current address? Years \_\_\_\_\_ Months \_\_\_\_\_

Reason for leaving this address? \_\_\_\_\_

Name of landlord or Real Estate Agent  
\_\_\_\_\_

Landlord/Agent's phone no \_\_\_\_\_ Weekly rent paid \$ \_\_\_\_\_

Previous residential address \_\_\_\_\_

How long did you live at this address? Years \_\_\_\_\_ Months \_\_\_\_\_

Name of landlord or Real Estate Agent \_\_\_\_\_

Landlord/agent's phone no \_\_\_\_\_ Weekly rent paid \$ \_\_\_\_\_

Was the bond refunded in full? \_\_\_\_\_ If not, why not? \_\_\_\_\_

**Current Employment History:**

What is your current occupation? \_\_\_\_\_ (FULL TIME/PART TIME/CASUAL)

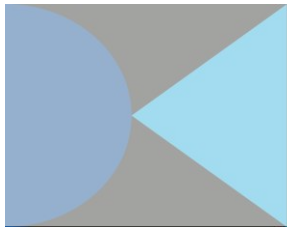
Employer's name (inc. accountant if self employed) \_\_\_\_\_ Phone No. \_\_\_\_\_

Employer's address \_\_\_\_\_

Contact name \_\_\_\_\_ Position \_\_\_\_\_

Length of employment Years \_\_\_\_\_ Months \_\_\_\_\_ Gross income per annum \$ \_\_\_\_\_





# Dixon Kestles

## Previous Employment

Please provide your previous employment details

Contact name \_\_\_\_\_ Position \_\_\_\_\_

Employer's name (inc, accountant if self-employed) \_\_\_\_\_

Contact name \_\_\_\_\_ Position \_\_\_\_\_

Length of employment    Years \_\_\_\_\_    Months \_\_\_\_\_    Gross income per annum \$ \_\_\_\_\_

## Study Information (if applicable)

Course Name \_\_\_\_\_

Name of Institution \_\_\_\_\_

Contacts/References \_\_\_\_\_ Phone No \_\_\_\_\_

## Personal Information:

Next of Kin \_\_\_\_\_ Relationship \_\_\_\_\_ Phone No \_\_\_\_\_

Address \_\_\_\_\_

Please provide two personal references (no relatives)

Name \_\_\_\_\_ Phone No \_\_\_\_\_

Relationship to you \_\_\_\_\_

Name \_\_\_\_\_ Phone No \_\_\_\_\_

Relationship to you \_\_\_\_\_



Phone: 1300 554 323  
Fax: 1300 889 598  
Email: [info@connectnow.com.au](mailto:info@connectnow.com.au)  
Internet: [www.connectnow.com.au](http://www.connectnow.com.au)

### A Free Service - Connecting Your Home Services Has Never Been Easier!

Connectnow is a simple and convenient time saving service assisting with your Telephone, Electricity & Gas connections. Connectnow also provide a range of additional services to compliment your household utilities, such as Internet & Pay TV. This is a value-added service independent of your tenancy application – you are not obligated to use Connectnow. If you would like Connectnow to contact you to discuss any of the above services, please tick the box and a Connectnow representative will make all reasonable efforts to contact you within one working day of receiving an application. If we are unable to contact you within this period please contact Connectnow on 1300 554 323 to ensure connection can be completed by your requested date. While the Connectnow service is FREE, standard service provider connection fees and charges still apply. You pay NO extra charges as a result of using the Connectnow service. Connection of your utilities will only be initiated once a representative has discussed your details with you and obtained your consent to the terms and conditions of supply of the relevant utility service provider(s). The privacy of our customers is of vital importance to Connectnow.

I consent to the collection of my personal information by Connectnow Pty Ltd ACN 79 097 398 662 for the purposes of arranging for the connection and or disconnection of the nominated moving and connections services and related services, and to providing my personal information contained in this application to the relevant service providers, in accordance with Connectnow's Privacy Policy (which is available for my inspection at [www.connectnow.com.au](http://www.connectnow.com.au)) Connectnow and those service providers may contact me from time to time (including by electronic means) to let me know about new or existing products or services. I understand that I can contact Connectnow at any time if I do not want to receive that information from Connectnow or if I want to update my personal information. I agree that neither Connectnow nor the Agent accepts liability for loss caused by delay in, or failure to connect/disconnect or provide the nominated services. The service will be activated according to the applicable regulations, service provider time frames, terms and conditions once agreeing to use the chosen service provider. I authorise the obtaining of a National Metering Identifier and or a Metering Installation Registration Number on my residential address to obtain supply details. I acknowledge that the terms and conditions of the service provider bind me and that after hours connections may incur additional service fees from service providers. I acknowledge that Connectnow will be paid a fee by the service provider and will pay a fee to the Agent in respect of the provision of the service provided to me by Connectnow.

Call me to connect    Yes     No

Signature \_\_\_\_\_

Date \_\_\_\_\_



# Dixon Kestles

## Tenancy Privacy Statement

The information on this form is being collected by Dixon Kestles & Co Pty Ltd. It is a condition of application for a tenancy for any property managed by us, or in conjunction with other agents that you consent to us collecting and using your personal information. We collect your personal information for the purposes of assessing the risk of leasing the rented premises to you, processing your tenancy application, preparing the lease or tenancy agreement, collecting rental payments and other purposes related to the management of your tenancy. We also collect personal information about you for the purpose of delivering and improving the services we provide. If you provide us with the personal information of other parties (such as joint tenant, emergency contact or your referees), you must make them aware of the matters contained in this collection statement and let them know that their personal information has been provide to us.

We may provide this information and any or all information provided to us by any party to third parties including landlords, landlords' agents, solicitors, contractors, tradespeople and various government or statutory authorities in the interests, openness and transparency between all parties concerned. We may also contact personal and credit referees you nominate and exchange personal information according to normal commercial practice. You authorise us to conduct a tenant check with National Tenancy Database (NTD). Your information will be listed on the NTD and may be made available to other users of the NTD in the future. You may contact the NTD directly to verify the accuracy of the information on NTD and request any amendments. The NTD can be contacted on 1300 563 826 or GPO Box 13294 George St Brisbane QLD 4003.

## Declaration

If the "property details" section is completed, I hereby offer to rent the property from the owner under a lease to be prepared by Dixon Kestles & Co Pty Ltd. I declare that I have inspected the premises and am satisfied that the premises are in a reasonably clean condition. I also acknowledge that I am responsible for ensuring the main power switch is turned off before the power is connected. I confirm that I am not bankrupt. No action will be taken against the owner or agent if the application is unsuccessful. I also acknowledge that the premises are a "Smoke Free Zone" and will ensure they I/we and any invitees do not smoke inside the premises. I acknowledge that I will be required to pay rental in advance and a rental bond, subject to owner's approval of my application. and should my application be accepted by the owner, I agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act 1997.

I declare that all information contained in this application is true and correct and given of my own free will.

Signature \_\_\_\_\_

Date \_\_\_\_\_

## OFFICE USE ONLY

Application approved by Landlord/Landlord's Agent on \_\_\_\_\_

## Notes

\_\_\_\_\_