

Residential Application Form

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

A. AGENT DETAILS Austrump Hosting Office Office: 15 24 Lakeside Drive Burwood East VIC 3151 Phone: 0413 360 827 Email: rentals austrumpglen.com.au

B. IDENTIFICATION
Driver's licence 50 points
Passport 50 points
Proof of age card 50 points
Student ID card 50 points
Copy of mobile phone account 50 points
Copy of Medicare card 50 points
Concession / pension card 10 points
Copy of gas / water / electricity account 50 points each
PLEASE SUBMIT A COPY OF YOUR MOST RECENT BANK STATEMENT AND/OR PAYSIP

C. PROPERTY DETAILS
1. What is the address of the property you would like to rent?
<input type="text"/> <input type="text"/> <input type="text"/> Postcode
2. Property Rental?
\$ <input type="text"/> per week \$ <input type="text"/> per month \$ <input type="text"/> Bond
3. Preferred move in date?
<input type="text"/> Day <input type="text"/> Month <input type="text"/> Year
4. Lease Term?
<input type="text"/> Years <input type="text"/> Months
5. How many people will normally occupy the property?
<input type="text"/> Adults <input type="text"/> Children, Ages: _____

D. PERSONAL DETAILS
6. Please give us your details. <input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Mrs
Given Name/s _____ Surname _____
<input type="text"/>
Date of Birth <input type="text"/> Driver's licence number <input type="text"/>
Driver's licence expiry date <input type="text"/> Driver's licence state <input type="text"/>
Passport number <input type="text"/> Passport country <input type="text"/>
<input type="text"/>
7. Please provide your contact details.
Home phone number <input type="text"/> Mobile phone number <input type="text"/>
Work phone number <input type="text"/> Fax number <input type="text"/>
Email address <input type="text"/>
<input type="text"/>
8. What is your current address?
<input type="text"/> <input type="text"/> <input type="text"/> Postcode

E. UTILITY CONNECTIONS
YourPorter Telephone: 1300 400 600 Fax: 1300 326 468 www.yourporter.com.au
YourPorter is a FREE service connecting utilities and other services.
If the Agent approves this application, YourPorter will connect your water for the purpose of usage charges at your new property on behalf of the Real Estate Agent. YourPorter will be contacting you by phone, SMS, or email for the purposes of assisting you to connect your utilities within 24 hours of receiving this application for next business day connection.
<input type="checkbox"/> Electricity <input type="checkbox"/> Gas <input checked="" type="checkbox"/> Water <input type="checkbox"/> Telephone <input type="checkbox"/> Pay TV <input type="checkbox"/> Internet <input type="checkbox"/> Car Insurance <input type="checkbox"/> Home & Contents <input type="checkbox"/> Health Insurance <input type="checkbox"/> Life Insurance <input type="checkbox"/> Home Loans
DECLARATION AND ACCEPTANCE: I/We consent to the disclosure of this application form (including any personal information contained in this form) to YourPorter Pty Ltd (ABN 36 252 576 050) for the purpose of allowing YourPorter and its service providers to contact me for the connection of services as offered by YourPorter.
I/We acknowledge that if I/We do not provide my/our personal information, YourPorter will not be able to provide these services to me/us. YourPorter will ensure that my/our personal information is collected, used, held and disclosed in accordance with the requirements of the Privacy Act 1988 (Cth).
I/We acknowledge that YourPorter may receive a benefit in relation to the connection of any of the services listed above. I/We consent to YourPorter contacting me by phone or SMS in relation to the connection of the services listed above. I/We acknowledge that this consent permits YourPorter to contact me even if the numbers listed on this application are listed on the Do Not Call Register. YourPorter will otherwise collect, hold, use and disclose personal information in accordance with their privacy policies, which are available at www.yourporter.com.au/general/privacy-policy/ . YourPorter is a free service, but I/We acknowledge that standard connection fees may apply for services connected (in addition to the ongoing service fees).
I/We acknowledge that neither YourPorter nor the Agent accept any responsibility for any delay in or failure to arrange or provide for any connection of a service or for any loss, damage, cost or expense in connection with such delay or failure. By signing this application, I/We understand YourPorter is a value add product and that I/We are under no obligation to use YourPorter.
Signature <input type="text"/> Date <input type="text"/>
X <input type="text"/>

F. 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 Residential Tenancies Agreement pursuant to the Residential Tenancies Act 1997.
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, 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 tenant (b) prepare lease/tenancy documents (c) allow tradespeople or other persons authorised by the Austrump Hosting Office or the owner to contact me for the purpose of carrying out inspections, valuations, appraisals, repairs and/or maintenance on a property tenanted by me if my application is successful (d) lodge/claim/transfer to/from the Residential Tenancies Bond Authority undertake and/or enforce legal process/decisions of a Tribunal/Court and/or Statutory Authority (where applicable) (e) instruct collection agents/lawyers with respect to rental or other similar tenancy a related matters (where applicable) (f) complete a credit check with a residential tenancy database provider or other credit reporting agency (g) register or transfer water account details into my name (h) provide me with information from time to time that may be of interest to me including via email
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 my personal information will be added to the Austrump Hosting Office databases and that this involves disclosure to third parties who manage the Austrump Hosting Office databases and email marketing. I am aware that I can opt-out of the Austrump Hosting Office email marketing program at any time.
I am aware that the Austrump Hosting Office Privacy Policy contains information about access to the Personal Information that the Austrump Hosting Office holds about me, how to seek correction of such information, how to complain about an alleged breach of the Australian Privacy Principles; how the Austrump Hosting Office will deal with such a complain; and that the Privacy Policy can be viewed without charge at http://www.austrumpglen.com.au
Signature <input type="text"/> Date <input type="text"/>
X <input type="text"/>

G. APPLICANT HISTORY**9. How long have you lived at your current address?**

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

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

Name of landlord or agent

Landlord/agent's phone number

Weekly rent paid

<input type="text"/>	\$	<input type="text"/>
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12. What was your previous residential address?

<input type="text"/>
<input type="text"/>
Postcode

13. How long did you live at this address?

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

Name of landlord or agent

Landlord/agent's phone number

Weekly rent paid

<input type="text"/>	\$	<input type="text"/>
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Was bond refunded in full?

If NO, why not?

<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="text"/>
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H. EMPLOYMENT HISTORY**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

<input type="text"/>
Postcode

Contact name

Phone number

<input type="text"/>	<input type="text"/>
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Length of employment

Net Income (PA)

<input type="text"/>	Years	<input type="text"/>	Months	\$	<input type="text"/>
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16. Please provide your previous employment details.

Occupation

Employer's name

Length of employment

Net Income (PA)

<input type="text"/>	Years	<input type="text"/>	Months	\$	<input type="text"/>
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I. CONTACTS / REFERENCES**17. Please provide a contact in case of emergency.**

Surname

Given name/s

<input type="text"/>	<input type="text"/>
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Relationship to you

Phone number

<input type="text"/>	<input type="text"/>
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18. Please provide three personal references (not related to you).

1. Surname

Given name/s

<input type="text"/>	<input type="text"/>
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Relationship to you

Phone number

<input type="text"/>	<input type="text"/>
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2. Surname

Given name/s

<input type="text"/>	<input type="text"/>
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Relationship to you

Phone number

<input type="text"/>	<input type="text"/>
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3. Surname

Given name/s

<input type="text"/>	<input type="text"/>
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Relationship to you

Phone number

<input type="text"/>	<input type="text"/>
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J. OTHER INFORMATION**19. Please provide details of any vehicles.**

Registration number

Make/model

<input type="text"/>	<input type="text"/>
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20. 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 PLEASE.

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.

MOVING CHECKLIST**Discontinue these services:**

Electricity & Gas	<input type="checkbox"/>	Telephone & Internet	<input type="checkbox"/>
Newspapers & Subscriptions	<input type="checkbox"/>		

Arrange connection for these services:

Electricity & Gas	<input type="checkbox"/>	Telephone & Internet	<input type="checkbox"/>
Foxtel	<input type="checkbox"/>		

Notify your change of address to:

The Electoral Commission	<input type="checkbox"/>	Bank	<input type="checkbox"/>
Post Office (mail redirection)	<input type="checkbox"/>	Consultants/Advisors	<input type="checkbox"/>
Insurance company	<input type="checkbox"/>	Health Insurance Fund	<input type="checkbox"/>
VicRoads for car registration	<input type="checkbox"/>		

Reminder:

Cancel house insurance/have a new policy for your next residence	<input type="checkbox"/>
Update your Will or POA	<input type="checkbox"/>