

RENTAL APPLICATION FORM

1. APPLICATION TERMS

1.1 The applicant applies to the agent to let the property in accordance with the terms of this Application, & in consideration of the Landlord accepting the application agrees to the following acknowledgements and undertakings.

2. APPLICANT'S ACKNOWLEDGEMENTS

2.1 Legal capacity

The Applicant has the legal capacity to enter into the formal residential tenancy agreement ("Residential Tenancy Agreement") which was made available to the Applicant by the Agent for inspection.

2.2 Application is binding on acceptance

Immediately upon the Agent advising the Applicant by telephone or otherwise that the Landlord accepts this Application, the Applicant agrees that a binding Tenancy Agreement is created in accordance with the terms of:

2.2.1 this application; &

2.2.2 the Residential Tenancy Agreement

2.3 Sign Residential Tenancy Agreement

The Applicant must sign the Residential Tenancy Agreement as soon as reasonably possible after this Application is accepted by the Landlord.

2.4 Entitlement to possession

The Applicant is not entitled to take possession of the Property until the Residential Tenancy Agreement is signed by the applicant and returned to the agent

2.5 Applicant to pay the Rent

The Applicant agrees to pay the Rent during the Term in accordance with this Application and the Residential Tenancy Agreement.

2.6 Application to pay the Security Bond

The applicant must provide the Security Bond plus an amount equal to two weeks rent by bank cheque before taking possession of the Property.

2.6.1 Two weeks rent paid as part of security bond is non refundable once paid.

2.7 Agent may make enquiries

The applicant authorises the Agent:

2.7.1 To make all necessary enquiries to verify the information provided by the Applicant in this Application (including information relating to the Applicant's employment, rental history, business and personal references)

2.7.2 To provide information relating to the Applicant's tenancy of the Property to any Registered Agent who is authorised by the applicant to inquire about that matter.

2.8 Application if true

The applicant and all of them warrant that the information contained in the Reference Schedule is true.

2.9 Inconsistency

Subject to clauses 2.4 and 2.6, if there is any inconsistency between the terms of this Application and the Residential Tenancy Agreement then the terms of the Residential Tenancy Agreement prevail.

3. APPLICATION INCLUDES ATTACHMENTS

This Application includes all schedules and attachments to it.

4. INTERPRETING THIS INFORMATION

Unless the context suggests otherwise, this Application must be interpreted in the following way.

4.2 All headings are for convenience only.

4.3 A reference to the Application includes each person named as the Applicant jointly and severally.

5. PRIVACY ACT 1988

The personal information the prospective tenant provides in this application or collected from other sources is necessary for the Agent to verify the Applicant's identity, to process and evaluate the application and to manage the tenancy. Personal information collected about the Applicant in this application and during the course of the tenancy if the application is successful may be disclosed for the purpose for which it was collected to other parties including to the landlord, referees, other agents & third party operators of tenancy reference databases. Information already held on tenancy reference databases may also be disclosed to the Agent and / or Landlord. If the Applicant enters into a Residential Tenancy Agreement, and if the Applicant fails to comply with their obligations under that agreement, that fact & other relevant personal information collected about the Application during the course of the tenancy may also be disclosed to the landlord, third party operators of tenancy reference databases and / or other agents.

If the Applicant would like to access the personal information the Agent holds, they can do so by contacting the Agent at the above agent's address and phone number. The Applicant can also correct this information if it is inaccurate, Incomplete or out-of-date. If the information is not provided, the Agent may not be able to process the application and manage the tenancy.

6. UTILITY CONNECTION

I consent to Direct Connect Australia Pty Ltd. A.B.N. 20 110 316 973 arranging for the connection/disconnection of the nominated home services and to providing information contained in this application to the service providers for this purpose. I agree that neither DirectConnect 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 and terms and conditions once the client has agreed to use the chosen service provider. I authorise the obtaining of a National Metering Identifier (N.M.I.) on my residential address to obtain supply details. I acknowledge that the terms and conditions of the service provider bind me & that after hours connections may incur additional service fees from service providers. I acknowledge that DirectConnect Pty Ltd will be paid a fee by the service provider and will be paying a fee to the Agent in respect of the provision of the service being provided to me by DirectConnect Pty Ltd.

Employment—Applicant 1	Employment— Applicant 2
Current employer:	Current employer:
Your position:	Your position:
Address:	Address:
Contact Name:	Contact Name:
Contact Number:	Contact Number:
Length of employment:	Length of employment:
<input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Casual	<input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Casual
Net Income per week:	Net Income per week:
Previous employer:	Previous employer:
Contact number:	Contact number:
If unemployed	If unemployed
Source of income:	Source of income:
Net weekly income:	Net weekly income:
If a student:	If a student:
School/Uni:	School/Uni:
Course:	Course:
Student ID No:	Student ID No:
<input type="checkbox"/> Full time <input type="checkbox"/> Part time	<input type="checkbox"/> Full time <input type="checkbox"/> Part time
Austudy: <input type="checkbox"/> Yes <input type="checkbox"/> No	Austudy: <input type="checkbox"/> Yes <input type="checkbox"/> No
Net Weekly Income:	Net Weekly Income:
Scholarship:	Scholarship:

VEHICLES	VEHICLES
Primary Vehicle:	Primary Vehicle:
Model:	Model:
Number Plate:	Number Plate:
Financed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Financed: <input type="checkbox"/> Yes <input type="checkbox"/> No



Every Section must be completed If **NOT** application will not be processed

97 Wright Street, Adelaide 5000
 PH (08) 8212 5899 F (08) 8231 7580
 E: reception@phillisrealestate.com.au
 W: www.phillisrealestate.com.au

NEXT OF KIN– Applicant 1		NEXT OF KIN– Applicant 2	
Name:		Name:	
Address:		Address:	
Contact Number:		Contact Number:	
Relationship:		Relationship:	
Applicant 1		Applicant 2	
REFERENCES- Not a Relative		REFERENCES- Not a Relative	
Name:		Name:	
Address:		Address:	
Contact Number:		Contact Number:	
Relationship:		Relationship:	
Known since:		Known since:	
Occupation:		Occupation:	
Name:		Name:	
Address:		Address:	
Contact Number:		Contact Number:	
Relationship;		Relationship:	
Known since:		Known since:	
Occupation:		Occupation:	
Name:		Name:	
Address:		Address:	
Contact Number:		Contact Number:	
Relationship:		Relationship:	
Known since:		Known since:	
Occupation:		Occupation:	
OTHER OCCUPANTS:		Number of Occupants:	
NAME & AGE & ADDRESS			



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PETS- to be kept outside only (any variations are subject to approval) Pet Lease Agreement to be signed

YES NO

TYPE/ BREED	NAME

GENERAL QUESTIONS:

What language do you speak at home:

Do you smoke: Yes No Inside Outside

Do you own a lawn mower: Yes No

Are your pets Registered with the council: Yes No N/A, if yes– council name:

Do you have content Insurance: Yes No

If Yes, Name of Company: _____ Policy No: _____

Do you have any other applications pending on other properties: Yes No

Do you consider buying a property in the near future: Yes No

Do you currently own a property: Yes No

Have you been refused a property by any other landlord or Property Manager: Yes No

If Yes why: _____

UTILITY CONNECTION: This is a FREE service that connects all your utilities

Direct Connect *make a connection* **Once we have received this application we will call you to confirm your details.**
 PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F:1300 664 185. www.directconnect.com.au
 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.
Please tick utilities as required:

Electricity Gas Phone Internet Insurance Removalist Cleaning

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 authorised to make this application and to provide the consents, acknowledgements, authorisations and other undertakings set out in this application form on behalf of all applicants listed in this application form.

Signature of applicant _____ Date...../...../.....

Signature of applicant _____ Date...../...../..... **Application sent to Direct Connect (if required)**



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I / We (names of applicants)
.....
.....
.....

Confirm the following -

Rental payments:

It is essential that rental payments are made on or before the due date

Do you intend to pay all rental payments on time? YES / NO

Are you in a position to make all rental payments on time? YES / NO

In the past have you always paid monies due on time? YES / NO

Are you able to pay Calendar monthly or fortnightly? CLM / FT

OUR OFFICE ACCEPTS PAYMENT OF RENT BY:

- **DIRECT ELECTRONIC FUNDS TRANSFER (DEFT) PAYMENT SYSTEMS,**
- **MONEY ORDER**
- **BANK CHEQUE OR PERSONAL CHEQUE.**

WE DO NOT ACCEPT CASH



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Statement of Costs

I / We agree to make the following payments before the commencement of the tenancy

Security Bond (equal to 4 / 6 weeks rent) and
2 weeks Rent in advance from the start of the tenancy

I / We acknowledge that this is an application to rent this property from (date)/...../..... and that my / our application is subject to the Landlord’s approval.

During my / our inspection of the property (address)
.....

I / We found it to be in a reasonably clean condition YES NO

If “NO”, I / we believe the following items should be attended to prior to the commencement of my tenancy.

I / We acknowledge that these items are subject to the Landlord’s approval.

Signed Applicant 1 Date/...../.....

Signed Applicant 2 Date/...../.....

I / We consent to the information on this application being verified and a reference check on the **National Tenancy Database (NTD)** and **Tenant Reference Australia (TRA)** being undertaken.

Application Declaration

I / We the applicant/s confirm the information contained in this application is true and correct.

I / We the applicant/s confirm that only those persons listed on this application will reside at the property.

I / We the applicant/s apply for approval to rent the premises referred to in this form and acknowledge that my / our application will be referred to the Landlord of the property for his / her / their acceptance and if the application is approved, to prepare a Residential Tenancy Agreement for the premises.

I / We the applicant/s declare that I / we am / are not bankrupt/s or undischarged bankrupt/s and that the information provided by me / us is true and correct. I / we have inspected the above premises and wish to apply for tenancy of the premises for a period of Months, at the rental amount of \$ per week / fortnight / month.

Signed Applicant 1 Date/...../.....

Signed Applicant 2 Date/...../.....

PROOF OF IDENTIFICATION REQUIRED 100 POINT CHECK

- **IMPORTANT-** To consider your **Application for Residential Tenancy** we require you to:
- **FILL IN COMPLETELY AND SIGN THE APPLICATION FORM** with all relevant information and reference details, and all persons wishing to reside clearly indicated.

WE CANNOT PROCESS THIS FORM UNLESS ALL PARTS HAVE BEEN FULLY COMPLETED.

- **Provide identification to pass our 100 POINT CHECK**

We require **EACH APPLICANT** to provide the following

WE REQUIRE IDENTIFICATION FROM ALL THREE CATEGORIES WITH A TOTAL SUM OF 100 POINTS OR MORE

CATEGORY	IDENTIFICATION REQUIRED PER APPLICANT	POINT VALUE
1 <input type="checkbox"/>	Current Agent Rent History Ledger / Record	50 points
1 <input type="checkbox"/>	Passport (only if Non-Australian Resident)	40 points
1 <input type="checkbox"/>	Latest Telephone Account (Landline Only)	40 points
1 <input type="checkbox"/>	Latest Electricity or Gas Account (With Address)	40 points
1 <input type="checkbox"/>	Current Driver's License - with Photo	40 points
1 <input type="checkbox"/>	Proof of Age Card - with Photo	40 points
1 <input type="checkbox"/>	Bank Statement/s	40 points
2 <input type="checkbox"/>	Tertiary Education Photo ID	30 points
2 <input type="checkbox"/>	Current Vehicle Registration	30 points
2 <input type="checkbox"/>	Passport (Australian Resident)	20 points
3 <input type="checkbox"/>	Medicare Card	10 points
3 <input type="checkbox"/>	Citizenship Certificate	10 points
3 <input type="checkbox"/>	Birth Certificate	10 points
3 <input type="checkbox"/>	Debit / Credit Card	10 points

PROCESSING AND APPLICATION ACCEPTANCE / NON ACCEPTANCE

PLEASE READ CAREFULLY

Your application will be processed with the information provided and submitted to the Landlord for their acceptance or non-acceptance for tenancy. This is always a Landlord decision.

IMPORTANT – We are unable to give any reason for non-acceptance, if your application is not approved for tenancy.

Should your application be accepted, you will be asked to pay the bond / first 2 weeks rent and sign the lease as soon as possible. You will be asked to pay via bank cheque or money order .

Please inform us if your bond will be by Housing SA Bond Guarantee.

Water charges may also apply – please check with the property manager.

It is a tenant responsibility to arrange connection of electricity, telephone and gas supply to the property, once the application has been approved.

Please ask your property manager if they are able to assist with utility connection services.