

Residential Application Form

For your application to be processed you must answer all questions (Including the reverse side) PLEASE PRINT CLEARLY

John Kontek

RESIDENTIAL SERVICES

A. AGENT DETAILS

Kristy Clements PH: (03) 53681 455

128 Inglis Street, BALLAN VIC 3342

Email: rentals@johnkontekballan.com.au

B. PROPERTY DETAILS

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

Postcode _____

2. Lease commencement date?

Day Month Year

3. Lease term?

Years Months

4. Rental Amount?

\$ _____

5. How many tenants will occupy the property?

Adults Children _____

C. PERSONAL DETAILS

6. 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 no. _____ Passport country _____

Pension no. (if applicable) _____ Pension type (if applicable) _____

7. Please provide your contact details

Home phone no. _____ Mobile phone no. _____

Work phone no. _____ Fax no. _____

Email address _____

8. What is your current address?

Postcode _____

Property Manager Name _____
Application Fax to Direct Connect (If Required)

D. UTILITY CONNECTIONS

This is a free service that connects all your utilities

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

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 Phone Internet Pay TV
 Gas Water Insurance



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 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/ 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 _____ Date _____

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

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 landlord I agree to enter into a Residential Tenancy Agreement.

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 such as NTD, TICA or TRA for the purpose of checking your tenancy history;

I am aware that I may access my personal information by contacting -

- NTD: 1300 563 826
- TICA: 1902 220 345
- TRA: (02) 9383 9244

If I default under a rental agreement, I agree that 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 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 NTD (National Tenancies Database)
- (h) transfer water account details into my name

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.

Signature _____ Date _____

F. APPLICANT HISTORY

9. How long have you lived at your current address?

	Years		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 no.

Weekly Rent

	\$
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12. What was your previous residential address?

Postcode

13. How long did you live at this address?

	Years		Months
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14. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent

	\$
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Was bond refunded in full?

If not why not?

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G. 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 student)

Employer's address

Postcode

Contact name

Phone no.

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Length of employment

Net Income

	Years		Months	\$
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16. Please provide your previous employment details

Occupation?

Employer's name

Length of employment

Net Income

	Years		Months	\$
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H. CONTACTS / REFERENCES

17. Please provide a contact in case of emergency

Name

Surname

Relationship to you

Phone no.

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18. Please provide 2 personal references (not related to you)

1. Name

Surname

Relationship to you

Phone no.

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2. Name

Surname

Relationship to you

Phone no.

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I. OTHER INFORMATION

19. Car Registration

20. Please provide details of any pets

Breed/type

Council registration / number

PLEASE NOTE

Please note that John Kontek Ballan require 100 Points of Identification in order to process your tenancy application.

The Property Manager will not review your application unless all documents have been received.

(NO PHOTOCOPYING WILL BE PROVIDED ON PREMISE. PLEASE PHOTOCOPY ALL REQUIRED DOCUMENTATION PRIOR TO SUBMISSION)

PROOF OF IDENTIFICATION - 60 Points

Please note we require photo ID Eg. Drivers licence, Passport

PROOF OF INCOME - 20 Points

Payslips are preferred, however if these cannot be provided, we require a letter from your employer stating your income or a statement of income from Centrelink

BANK STATEMENT (Or Centrelink Statement if unemployed) - 20 Points

Current copy of your Bank Statement or Centrelink Statement if you are not working. We welcome any other documentation that may assist in your application.

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.

We will process your application as quickly as possible, however we suggest that you allow a minimum of three business days to receive a response. To assist us in speeding up the process we ask that you complete all required details and provide the relevant documentation.

It is your responsibility to ensure to ensure all documents are copied and attached to your application. If you are attaching original documents please note these are not returned to applicants.

OFFICE USE ONLY

Property Rental

\$	per week	\$	per month
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