

# RESIDENTIAL APPLICATION FORM

For your application to be processed you must answer all questions

## PROPERTY DETAILS

Address of the property you would like to rent:

 Post Code

Rent:  Per Week  Per Month  Bond

Will you be applying for a DoH government bond? ☐ Yes ☐ No

## COMMENCEMENT DATE:

 Day/Month/Year

## LEASE TERM:

## NUMBER OF OCCUPANTS:

Months  Adults  Children  Ages

## AGENT DETAILS

### Kaye Charles Real Estate

Address: Shop 5/6-10 Old Princes

Hwy Beaconsfield Vic 3807

Phone: 03 9707 0111

Email: rentalinfo@kayecharles.com.au

Website: www.kayecharles.com.au

## OUR MOVING SERVICE

Successful applicants will be contacted by one of our **Kaye Charles Real Estate** Movologists to discuss the connection of services such as electricity, gas, water and broadband. We can also source obligation free quotes for removalist, storage, cleaning, maintenance services and much more.



powered by **Movinghub™**

## PERSONAL DETAILS

|                                 |                               |                                        |
|---------------------------------|-------------------------------|----------------------------------------|
| Title:                          | First Name:                   | Last Name:                             |
| Email:                          |                               | Date of Birth:                         |
| Mobile Phone:                   | Home Phone:                   | Work Phone/Fax:                        |
| Drivers Licence Number:         | Driver Licence Expiry Date:   | Drivers Licence State:                 |
| Passport Number:                | Passport Expiry Date:         | Passport Country:                      |
| Pension Number (if applicable): | Pension Type (if applicable): | Fortnightly Centrelink Payment Amount: |
| Current Address:                |                               | Post Code                              |

## DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should the application be accepted by the landlord, I agree to enter into a Residential Tenancy Agreement pursuant to the Residential Tenancy 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 that I have inspected the premises and am not bankrupt) is true and correct and given of my own free will. I, the tenant, accept the property in the condition it was in when inspected.

I consent to the disclosure of this page of the Tenancy Application Form to Movinghub (ABN 73 603 267 465) for the purpose of notifying the water authority and to contact me with regards to services related to moving home. I acknowledge that neither the Agent or Movinghub accept any responsibility for the delay in, or failure to arrange or provide for any connection or disconnection of a utility, or for any such loss in connection such delay or failure. I acknowledge that the Agent and Movinghub may receive a benefit in relation to any services organised.

I authorise the Agent to obtain personal information about me from:

- (a) The owner or the Agent of my current or previous residences;
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by tenants

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy database, and to agents/landlords of properties I apply for in the future.

I am aware that the agent will use and disclose my personal information within this application 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 the 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 I may access my personal information on the contact details above.

### Electronic Communications

(a) The applicant(s) acknowledges that in accordance with the Electronic Transactions (Victoria) Act 2000, the Agent may send some Notices via electronic means; this application included, and agrees that this is a valid form of notice in writing in accordance with the Act.

(b) By completing this application, the applicant(s) agrees to and consents to the use of electronic communications in accordance with the Electronic Transactions (Victoria) Act 2000.

(c) The applicant(s) acknowledges that the contact details provided in this application will be used by the Agent/Landlord for the purposes outlined above and that it is their responsibility to notify the Agent/ Landlord, in writing, of any changes in their contact details and that any failure to do so shall not render notice invalid.

Your Signature:

Date:

## PROPERTY MANAGER NAME

## PROPERTY RENTAL (OFFICE USE ONLY)

|    |          |    |           |
|----|----------|----|-----------|
| \$ | Per Week | \$ | Per Month |
|----|----------|----|-----------|

## RENTAL HISTORY

### Current Address

### How long have you lived here?

Why are you leaving current address?

Year/s

Months

Landlord/Agent Name:

Landlord/Agent Phone:

Weekly Rent Paid:

### Previous Address

### How long did you live there?

Previous Residential Address:

Year/s

Months

Landlord/Agent Name:

Landlord/Agent Phone:

Weekly Rent Paid:

Was Bond refunded in full?

## EMPLOYMENT HISTORY

What is your current Occupation?

Type:

Full Time / Part Time / Casual

Employers Name:

Contact Name:

Phone Number:

Length of Employment:

Net Income:

Per:

Week / Month / Year

Employer's Address:

What was your previous Occupation?

Type:

Full Time / Part Time / Casual

Employers Name:

Contact Name:

Phone Number:

Length of Employment:

Net Income:

Per:

Week / Month / Year

## FOR STUDENTS ONLY

Place of Study:

Course:

Course Length:

Enrolment Number:

Campus Contact:

Phone Number:

Parents Name:

Phone Number:

Parents Address:

Post Code

## CONTACTS/REFERENCES

### In Case of Emergency

Last Name:

First Name:

Relationship:

Contact Number:

### Personal References (not related to you)

1. Last Name:

First Name:

Relationship:

Contact Number:

2. Last Name:

First Name:

Relationship:

Contact Number:

## OTHER INFORMATION

Make/Type of Car and Registration Number:

Details of any Pets:  
(Breed/Type/Age - Council registration number)

### PLEASE NOTE:

Initial payments must be made by bank cheque or money order.  
No personal cheques will be accepted. Keys will not be handed over until full payment of the first months rent and security bond and lease agreement has been signed by all parties

This application is accepted subject to the owners approval and the availability of the premises on the due date.

No action will be taken against the landlord/agent if the applicant is unsuccessful or upon acceptance, should the property not be available for occupation by the due date.