

TENANCY APPLICATION FORM

Application form required per person over 18 years of age

Photo ID and Bank Statement required for each application

57 Wadham Parade, Mount Waverley, VIC, 3149

A.C.N: 142 821 609

Phone: 9888 2998

Email: rentals@leadersrealestate.com.au

1. RENTAL PROPERTY DETAILS		
Address:		
Suburb:	Postcode:	
Rent Weekly:	Bond:	
Lease Term:	Lease start date:	
No. of Adults:	Children:	Age:
2. PERSONAL DETAILS		
Surname:		
First Name:	Preferred Name:	
D.O.B:	Age:	Sex: M / F
Home Phone:	Work Phone:	
Mobile Phone:		
Email:		
Drivers Licence Number:	State:	
Licence Expiry Date:		
Passport Number:	Country:	
3. CURRENT ADDRESS DETAILS		
Current Address:		
Suburb:	Postcode:	
Current Rent:	p/week	Time there:
Name of Agent/Landlord:		
Contact Name:	Phone:	
Reason for leaving:		
Pets: Y / N	Smoker: Y / N	If yes: Indoor / Outdoor
4. PREVIOUS ADDRESS DETAILS		
Previous Address:		
Suburb:	Postcode:	
Length of time there:	Rent:	p/wk
Name of Agent/Landlord:		
Phone:		
Reason for leaving:		
5. CURRENT EMPLOYMENT DETAILS		
Occupation:		
Employer's Name:		
Employment Address:		
Suburb:	Postcode:	
Phone:	Contact:	
Length of time there:	Net income:	

6. PREVIOUS EMPLOYMENT DETAILS		
Occupation:		
Employer's Name:		
Employment Address:		
Suburb:	Postcode:	
Phone:	Contact:	
Length of time there:		
7. IF SELF EMPLOYED		
Company Name:		
Company Address:		
Suburb:	Postcode:	
Type of Business:	Position:	
Net Income:	per month / per week	
ABN:		
Accountant:	Phone:	
8. IF A STUDENT		
Institution:		
Course studying:		
Length of course remaining:		
Student Number:		
Suburb:	Country:	
Home Phone:	Mobile:	
9. GOVERNMENT BENEFITS		
Type:		
\$ per week	\$ per month	
10. REFERENCES (BUSINESS ONLY – NO FRIENDS / FAMILY)		
1. Name:	Phone:	
Relationship:		
2. Name:	Phone:	
Relationship:		
11. NEXT OF KIN/EMERGENCY CONTACT (NOT LIVING WITH YOU)		
Surname:	First Name:	
Relationship:		
Address:		
Suburb:	Postcode:	Country:
Home Phone:	Work Phone:	
Mobile:		

PRIVACY ACT ACKNOWLEDGEMENT FOR TENANTS

In accordance with Privacy Principle 1.3 of the Privacy Act we require you to read and sign this acknowledgement. In order to process a tenancy application, a tenancy applicant is required under the National Privacy Principles of Privacy Act to be made aware that an organisation may access a database. In addition a tenancy applicant is entitled to know what will happen to their information when it is passed on to an Agent. As an agent we collect your personal information and assess the risk in providing you with the lease/tenancy of this application.

Primary Purpose

In accordance with the National Privacy Principles the database member discloses, that in addition to information being supplied to a database company, other organisations may receive information from time to time. Other organisations may include debt collection agencies, insurance companies, government department agents, Landlord, Landlords lawyers, landlords mortgagee, Refereed Next of Kin (or whom you have nominated), organisations/tradespeople who are required to carry out maintenance at the property, Residential Tenancies Bond Authority, Residential Tenancies Tribunals/courts agents, National Tenancy Database Pty Ltd (ABN 65 079 105 025) and other real estate agents and Landlords. I am aware that I may access my personal information by contacting NTD: 1300 563 826

Secondary Purpose

We also collect your information in order to prepare lease/tenancy documents for the premises, allow organisations/tradespeople to contact you in relation to maintenance matters of the premises, pay/release of bonds to and from the Residential Tenancies Bond Authority, refer to tribunals, courts, and statutory authorities (where necessary), refer to collection Agencies/lawyers where action is required, provide confirmation details for organisations contacting us on your behalf for example banks, utility providers, employers etc. We may also use the information for direct marketing.

If you do not provide us with your personal information we will be unable to process your application.

I/We the said applicant/s declare that I/We give my /our permission to the agent to collect my/our information and pass such information the above mentioned people/ organisations. I/we further give my/our permission for my/our information to be provided to any other tenancy database for the assessment of my /our tenancy application. I/we further give consent to the member of the Database Company to contact any or my/our referees provided by me/us in your tenancy application.

Applicant Signature _____

Agent Signature _____

Date _____

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

myconnect

- FREE Service
- Choice
- One easy phone call
- No Obligation

In one quick phone call myconnect will confirm your details and arrange the connection of electricity, gas, telephone and internet services as you need them

ph: 1300 854 478 fax: 1300 854 479

The myconnect service is free of charge to you. We offer a range of products that are cost effective and suited to your requirements from trusted suppliers.

Please tick utilities as required

☐ Electricity ☐ Gas ☐ Phone ☐ Internet ☐ Pay TV ☒ Water

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

By signing this application, I consent: consent to the disclosure of information on this form to myconnect ABN 34 121 892 331 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent; acknowledge the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect 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 services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. Myconnect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this Application to confirm your details and explain the details of the services offered.

Signature of applicant: _____

Date:...../...../.....

Application sent to Myconnect (if required)

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Property Manager: _____