

TENANCY APPLICATION FORM

Agent Details

Philip Webb Rentals Pty Ltd
 483 Whitehorse Road, Mitcham, 3132
 Phone: 9874 3355 Fax: 9874 5272 www.philipwebb.com.au

Property Manager ID# Please Tick

Details of the property you wish to rent

Address _____

Suburb _____ Rent per week \$ _____

Lease Term _____ Years _____ Months _____

Lease commencement date _____ / _____ / _____

Number of other Applicants to Occupy the Property _____

Adults _____ Children _____ Age(s) _____

If you are applying jointly with another person, please provide their name:

Do you have pets? Yes No
 If Yes, please complete our pet application form available from our office.

Personal Details

Title _____ First Name/s _____

Last Name _____

Date of Birth _____ / _____ / _____ Age _____

Drivers Licence Number _____ State of Issue _____

Alternate ID (eg passport) _____ No. _____

Pension Type (if applicable) _____ No. _____

Please provide your contact details

Home Ph _____ Mobile Ph _____

Email _____

Work No _____

Current Address _____

Suburb _____ Post Code _____

DATABASE NOTIFICATION

Philip Webb utilises the following residential tenancy database companies, to check the tenancy history of all applicants. If you wish to contact these organisations, their details are below:

NATIONAL TENANCY DATABASE 1300 526 836 www.ntd.net.au

TICA 1902 220 346 www.tica.com.au

I confirm that I have been notified of the tenancy database contact details & the reasons for use.

Would you like to keep a copy of your application form? Yes / No

Signature

Date

Utility Connections

Please tick the box below if you would like ConnectNow to contact you to discuss the connection of utilities and explain the details of the services available. While the ConnectNow service is **FREE**, standard service provider connection fees and charges still apply. You pay **NO** extra charges as a result of using the ConnectNow service.

Please contact me regarding CONNECTION of my utilities

Utility connection services are provided by:

connectnow.

Phone: 1300 554 323
Fax: 1300 889 598

Email: info@connectnow.com.au
Web: www.connectnow.com.au

A **ConnectNow** representative will make all reasonable efforts to contact you within One working day of receiving an application. If ConnectNow was unable to contact you within this period please call on 1300 554 323 to ensure connection is completed.

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 about me from:
(a) The owner or the Agent of my current or previous residences;
(b) My personal referees for this application
(c) My current and past employers;
(d) Any person who maintains any record, listing or database of defaults by tenants;
and I authorise and consent to each of those persons providing requested personal information about me to the Agent. 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 may apply for in 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 a residential tenancy database provider
- (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. I am aware that I may access personal information on the contact details above.

If Section D is completed, I consent to the disclosure of this page of the application form to ConnectNow Pty Ltd ABN 097 398 662 for the purpose of enabling ConnectNow to offer the connection and disconnection services to me. Where ConnectNow is requested to arrange for the provision of the services, I consent to ConnectNow disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I consent to ConnectNow disclosing confirmation details (including NMI, MIRN, telephone number, Water Company) to the Agent. I acknowledge that neither ConnectNow nor the Agent accepts any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. The Agent has a commercial relationship with ConnectNow. I acknowledge that ConnectNow, the Agent and its employees may receive a fee and/or benefit from a utility service provider in relation to the connection of a utility service. There is no charge for the ConnectNow service; normal service provider fees or bonds may apply.

PLEASE NOTE:

- **I acknowledge that is the tenants responsibility to check with the telephone provider before proceeding with the tenancy to confirm the situation with the telephone line & ensuring the main switch is in the off position for power connection.**
- **I confirm that I have personally inspected the property & it was in a reasonably clean condition at the time of inspection.**
- **I confirm this application is submitted on the basis that future rent is paid by direct debit.**
- **I consent to receiving Residential Tenancies Act Section 439 information via the means of an electronic communication.**
- **Should the owner accept this application, I confirm that the lease must be signed & full payment made within 48 hours or the owner reserves the right to withdraw their acceptance & offer the property to other applicants.**

Signature

Date

Applicant History

How long have you lived at your current address? Years Months

Name of Landlord/Agent (If applicable)

Phone Number

Rent Paid per month

Reason for leaving

Previous residential address?

Suburb Post Code

How long did you live at your previous address? Years Months

Name of Landlord/Agent (If applicable)

Phone Number

Fax Number

Rent Paid per month

Reason for leaving

Employment Details

Occupation

Employers Name

Employment Address

Suburb Post Code

Employer Phone Number

Contact Name

Length of employment Years Months

Net Income \$ Per Week \$ Per Month

If self employed, please provide your Accountant as a Referee

Previous Employment Details

Occupation

Employers Name

Employment Address

Suburb Post Code

Employer Phone Number

Contact Name

Length at previous employment Years Months

Net Income \$ Per Week \$ Per Month

Social Security Benefits

Type

\$ Per Week \$ Per Fortnight

ID REQUIRED (100 points required)

Drivers License	50 points
Passport	50 points
Proof of age card	50 points
Copy of gas/water/electricity account	30 points
Copy of mobile phone account	20 points
Medicare card	20 points
Student ID or Concession card	10 points

PROOF OF INCOME IS COMPULSORY

ie: last 3 wage slips, centrelink statements or bank statements

If you are a Student, please complete the following

Place of Study

Course being undertaken

Course Length

Student Number

Parents Name Ph:

Campus Contact Ph:

Course Co-ordinator Ph:

Income:

Parents Address Overseas:

Other information

Car Registration

Do you currently own an investment property? Yes No

Emergency Contact

Please provide an emergency contact not residing with you

First Name Surname

Relationship Phone no:

Address

Suburb Post Code

Personal Referees (Not related to you)

1. Reference name

Occupation

Relationship Phone no:

Notes

2. Reference name

Occupation

Relationship Phone no:

How did you find out about this property? (Please Tick)

RENT LIST INTERNET OFFICE FOR LEASE BOARD
OTHER: _____

Please indicate if you are applying for more than 1 property and your preferences

1st preference

2nd preference

3rd preference

Please Note: If your application is accepted by the owner, we require the initial rent & bond payments by either **BANK CHEQUES OR MONEY ORDERS**. We do not accept personal cheques, company cheques or cash for these initial payments.