

Please attach the following documents in order for us to process your application.

ID (Passport, Birth Certificate, Drivers License, Student ID)

(Bank Account Statement, Pay Slip, Utility Bill)

FAX COMPLETED & SIGNED APPLICATION FORM TO (03) 9888 8839



EXCELAND REAL ESTATE

EXCELAND SERVICE

EXCELAND RESULT

EXCELAND VALUE

65 Station St
Burwood VIC 3125
Australia

Tel: 03 9888 8883

Fax: 03 9888 8839

Email: rentals@exceland.net.au

Web: www.exceland.net.au

Residential Tenancy Application Form

Rent Property Details

Proposed property: Postcode:

Number of people occupy: Adults Children Ages of children: Pets: Yes / No

Type of pet: Registered Yes / No Council NO.....

Preferred Commencement Date:/...../..... Term: 12 / 18 / 24 Months Rental: \$..... per week

Applicant Details

Title:

Given Name: Surname: DOB:/...../..... AGE:

Drivers License No.: State: Passport No.: Country:

Current address: Postcode:

Home phone: Work phone: Mobile phone:

Email address: Occupation:

Own Motor Vehicle Yes / No Make Model: Registration:

Name of Bank: BSB: Account No:



Please tick Utilities Required

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

Date

PO Box 1519, Box Hill, Victoria 3128.

P: 1300 664 715 F: 1300 664 185.

www.directconnect.com.au

Your Rental History

Current Accommodation

Current Landlord/Agent Name: Contact number:

Current Address:

Current rental: \$..... per week Length of stay: Bond refunded in full Yes / No

If not, why? Reason for leaving:

Previous Accommodation

Previous Landlord/Agent Name: Contact number:

Previous Address:

Previous Rental: \$..... per week Length of stay: Bond refunded in full Yes / No

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

RENT LIST ☐ INTERNET ☐ OFFICE ☐ FOR LEASE BOARD ☐ OTHER.....

Employment Details

Current Employer

Employer name: Contact number:

Employment address: Postcode:

Your position: Employed since:/...../..... Income: \$.....week

Previous Employer

Employer name: Contact number:

Employment address: Postcode:

Your position: Employed period:Month.....Year Income: \$.....week

If self employed please provide your details below

Name of business: ABN: In operation since:

Address: Postcode:

Type of business: Personal income: \$.....

Accountant name: Contact number:

If you are a student please provide your details below

Name of university/TAFE: Student ID number:

NOTE: photocopy of student card, passport and VISA must be supplied

Campus: Course: Course Expiry Date

Source of income: Income: \$..... per week

Address in home country.....

.....Telephone Number.....Fax:

Parent's Name.....

NOTE: Copies of most recent Bank statements, Guardian guarantee or AUSTUDY documents are to be supplied.

If you receive a CENTRELINK payment please provide your details below

Type of payment: Customer Reference Number (CRN):

NOTE: Please provide a photocopy of your last 3 statements

References

Three references are to be included with your application as follows:

One Business references

One personal reference

One reference from a relative

1) Business/Professional Reference (not next kin)

Name: Contact number:

Address: Postcode:

Relationship: Period of time known:Month.....Years

2) Personal Reference (not next of kin)

Name: Contact number:

Address: Postcode:

Relationship: Period of time known:Months.....Years

3) Next of Kin / Parent / Relative / Guardian Reference

Name: Contact number:

Address: Postcode:

Relationship: Period of time known:Months.....Years

Emergency Contact

Next of Kin / Parent / Guardian Reference

Name:

Name:

Contact number:

Contact number:

Address:

Address:

.....

.....

Relationship:

Relationship:

Office Use Only

Reference Checked

Employer: Contact Name..... Position.....

Length of Employment..... Position..... **Full Time / Part Time / Casual**

Comments:

Estate Agent / Landlord: Length of tenancy:

Currently Paying \$ Notice Given..... Cleanliness of Property:.....

Comments:.....

Reference 1:..... Reference 2.....

Comments:.....

Owner Advised: Date...../...../..... Approved: **Yes** / **No**

Application Advised: Date...../...../..... Approved: **Yes** / **No**

DISCLAIMER / AUTHORITY

I the said applicant(s), so solemnly and sincerely declare that the information contained in this application is true and correct and that all of the information was given of my/our own free will. I/we further consent to the lesser/agent contacting and or conducting any inquires and or searches with regard to the information and references supplied in this application.

I the said applicant(s) do solemnly and sincerely declare that I am over 18 years of age and have read and understand the contents of this agreement and have the competence and capacity to enter into this agreement.

I the said applicant(s) do solemnly and sincerely declare:-

1. I have inspected the property at:.....
2. I have my own accord decided that I wish to rent the aforementioned property commencing:...../...../.....
for a period of
3. I have been informed, understand and agree that the rental for the said aforesaid property is to be \$per week and that this rental is within my means to support.
4. (i) I have been informed, understand and agree that the rental for the said property is to be paid every month and is to be one month in advance at all times.
(ii) I have been informed, understand and agree that the lessor/agent will carry out an inspection on the property on a six monthly basis and I further warrant that I/we will cooperate fully to allow this inspection to be carried out on a six monthly basis.
5. I have been informed, understand and agree that the bond for the aforesaid property will be \$ and I further authorise the letting agent to attend to all details regarding the lodgement of the said rental bond with the appropriate authority.
6. I have been informed, understand and agree that the full amount of the bond not be paid by the signing tenancy agreement, I authorise the letting agent to apply all or part of the subsequent rental payments to be apportioned to finalising the rental bond for the aforesaid property.
7. I have been informed, understand and agree that the acceptance of my application is subject to a satisfactory report being obtained from information supplied on the FULLY completed Tenancy Application submitted by me.
8. I have been informed, understand and agree that should there be a requirement to commence proceeding for recovery of rent, repairs and or damage to the aforesaid property during the term or at the expiration of the Tenancy Agreement all costs of recovery associated with these proceedings shall be able to be recovered from me.
9. I further consent to the Agent disclosing all personal information that they may hold for the purpose of enforcing or commencing recovery action in relation to any debt owed as a result of outstanding rent, repairs and or damage that occurred or occurs during my period of tenancy.
10. I have been informed, understand and agree that should this application for tenancy not be accepted, the Agent is not required or obligated to disclose why or supply any reason for the rejection of the application.
11. I confirm that I have read and understand the Privacy Policy that the lessor/Agent has made available to me.
12. I have been informed, understand and consent to the Agent supplying all necessary information, as may be required, to any Tenancy Database/s that they use, subject to the Tenancy Database /s complying with the provision of the Privacy Act.
13. I have been informed, understand and acknowledge that the agent has the contact details for the tenancy database/s they use and that the Agent will supply these contact details should I request these details.

APPLICANT

Print Name:

Signature:

Date:

Please Note

You should contact the Agent 2 business days after lodging your Application to see if you were successful.

If your application is successful, we MUST receive the bond within 24 hours. This is to be paid by

BANK CHEQUE or MONEY ORDER

only and made payable to the **RESIDENTIAL TENANCIES BOND AUTHORITY**.