



RESIDENTIAL TENANCY APPLICATION

1. DETAILS OF PROPERTY FOR LEASE
Address _____ Suburb _____ Postcode _____
Preferred Lease Start Date ___/___/___ Lease Term _____ Months Rent \$ _____ per week

2. APPLICANT 1
Surname _____ Title _____
Given Name _____ Birth Date _____
Current Address _____
Suburb _____ Postcode _____
Drivers License No _____ State of Issue _____
Passport No _____ Country _____
Pension No _____ Type _____
Pension Expiry _____ Current Visa _____
Home No _____ Work No _____
Mobile _____
Email Address _____
3. EMPLOYMENT DETAILS
Occupation _____
Business name if self-employed _____
Employer _____
Address _____
Suburb _____ Postcode _____
Income _____ per week before tax
Contact Name _____ Work Contact No _____
Length of Employment Years _____ Months _____
Previous Employer _____
Contact Name _____ Work Contact No _____
If Student Course Name _____ Institution _____
Student ID No. _____ Union No _____
(Note: If self-employment please provides a statement of income from your accountant or tax returns and a certificate of business registration. If receiving Centrelink benefits please provide details.)

2. APPLICANT 2
Surname _____ Title _____
Given Name _____ Birth Date _____
Current Address _____
Suburb _____ Postcode _____
Drivers License No _____ State of Issue _____
Passport No _____ Country _____
Pension No _____ Type _____
Pension Expiry _____ Current Visa _____
Home No _____ Work No _____
Mobile _____
Email Address _____
3. EMPLOYMENT DETAILS
Occupation _____
Business name if self-employed _____
Employer _____
Address _____
Suburb _____ Postcode _____
Income _____ per week before tax
Contact Name _____ Work Contact No _____
Length of Employment Years _____ Months _____
Previous Employer _____
Contact Name _____ Work Contact No _____
If Student Course Name _____ Institution _____
Student ID No. _____ Union No _____
(Note: If self-employment please provides a statement of income from your accountant or tax returns and a certificate of business registration. If receiving Centrelink benefits please provide details.)

OFFICE USE
Checked by _____ Date _____ Approved By _____ Date _____

4. CURRENT HOUSING DETAILS

Address _____
 Suburb _____ Postcode _____
 Are you the () Owner () Tenant Rent paid \$ _____ per week
 Length of Tenancy In Years _____ Months _____
 Date Vacating Property (dd/mm/yy) _____
 Landlord/Managing Agent/Selling Agent _____
 Phone No _____ Reason for leaving _____

5. PERSONNAL REFEREES

1). Reference Name _____
 Relationship _____
 Phone _____ Years Known _____
 2). Emergency Contact Name _____
 Relationship _____
 Phone _____

4. CURRENT HOUSING DETAILS

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5. PERSONNAL REFEREES

1). Reference Name _____
 Relationship _____
 Phone _____ Years Known _____
 2). Emergency Contact Name _____
 Relationship _____
 Phone _____

6. ADDITIONAL INFORMATION

Adults Occupying Property _____ Childern No _____ Specify Ages of Childre _____
 Do you have pet? Yes ___ No ___ Type and Number _____ Breed(s) _____
 Reg Number/s _____ Car Rego _____ State _____

7. RESERVATION DETAILS

The holding fee can only be accepted after the application for tenancy is approved.
 The holding fee (not exceeding 1 week's rent) of keeps the premises off the market for the prospective tenant for 7 days (or longer by agreement).
 In consideration of the above holding fee paid by the prospective tenant, the landlord's agent acknowledges that:
 (i) The application for tenancy has been approved by the landlord; and
 (ii) The premises will not be let during the above period, pending the making of a residential tenancy agreement; and
 (iii) If the prospective tenant(s) decide not to enter into such an agreement, the landlord may retain the whole fee; and
 (iv) If a residential tenancy agreement is entered into, the holding fee is to be paid towards rent for the residential premises concerned.
 (v) The whole of the fee will be refunded to the prospective tenant if:
 (a) the entering into of the residential tenancy agreement is conditional on the landlord carrying out repairs or other work and the landlord does not carry out the repairs or other work during the specified period
 (b) the landlord/landlord' s agent have failed to disclose a material fact(s) or made misrepresentation(s) before entering into the residential tenancy agreement.
 Grand Realty, acting for the landlord of the premises, acknowledges receipt of the application and the accompanying reservation fee and agree:
 1). To reserve the premises for the period and in accordance with the conditions stated above.
 2). If the applicant has been approved, to prepare a Residential Tenancy Agreement for the premises.

8. REFERENCES

Before any application will be considered, each applicant must achieve a minimum of 100 check points. Should you not be able to meet the 100 check points please speak to the property manager.

Passport	40 Points	_____
Drive's License (Australia)	40 Points	_____
Current Bank Statement	40 Points	_____
Rent Ledger	30 Points	_____
2 current rent receipts	20 Points	_____
If you owned your property—Rates Notice	15 Points	_____
Medicare/Bank Card	15 Points	_____
Gas/Electricity/Phone Bill	15 Points	_____
Last 2 Pay Slips or Centrelink Statements	15 Pionts	_____
Total:		_____

9. PAYMENT DETAILS

Property rental per week	\$
First rent payment in advance (2 weeks rent)	\$
Rental Bond (4 weeks rent)	\$
Tenant's share of cost of preparing tenancy agreement	\$
Sub Total	\$
Less: deduct Reservation Fee (see Section 7)	\$
Amount payable on signing tenancy agreement	\$

Please note that all payments by Bank Cheque or Money Order made payable to Grand Realty or cash.

Date tenancy agreement to be executed (dd/mm/yy) ___/___/___

Signed(Applicant 1): _____ Date ___ / ___ / ___

Signed(Applicant 2): _____ Date ___ / ___ / ___



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;

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 TRA (Trading Reference Australia)

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.

To Whom It May Concern:

Re: Property (current address) _____.

This letter is to confirm that I _____ give permission for Grand Realty to conduct any reference checks on my past and present tenancy and employment.

Tenant/s signatures: _____

Utility connections - A FREE of charge service to help connect you

www.realestate.com.au/connect/agent/XMUYZS

Step 1

Choose service

- Electricity
- Gas
- Phone
- Internet
- Pay TV

Step 2

Choose provider

- Origin AGL
- Telstra
- Telstra
- Foxtel

Step 3

Requested connection date

NO FIXED TERMS
on electricity & gas plans
so you are not locked in.*

** Note, you may be charged fees such as a disconnection fee when exiting your contract. You may also be charged fees by your current energy provider when exiting your existing plan.*

How Connection services from realestate.com.au works

1. Select the utilities and enter requested connection dates
2. Sign your consent on the next page
3. Your Agent will submit your request to us
4. We will lodge your connection requests with the utility companies
5. For phone and internet requests, we will call you to walk through the options
6. We will send confirmation to you and your Agent

Terms and conditions

This is an OPTIONAL connection service to assist you to obtain energy and/or telecommunications services for your new residence. One of realestate.com.au's service providers Fast Connect Pty Ltd (telephone: 1300 661 464) (the "Service Provider") is the marketer of energy and telecommunications services provided by various retailers, and will assist realestate.com.au to provide this connection service to you.

If you have ticked one of the boxes above, you consent to realestate.com.au and its Service Provider using your personal information provided by you in this form in accordance with the Privacy Collection Statement below including using those details to contact you by phone, SMS and email in relation to the selected product(s). You acknowledge that realestate.com.au and its Service Provider may receive commissions or fees from your selected retailer(s), that commissions or fees may be paid between realestate.com.au and its Service Provider, and that your real estate agent may receive commissions or fees from realestate.com.au or its Service Provider, in each case for arranging provision of the requested services.

You may prefer to obtain services under different terms and conditions, or from different retailers, to those set out above. However, the above products are the only ones that are available as part of this connection service. You acknowledge that if you select one of the services above and the relevant retailer agrees to provide that service to you, then you will enter into a contract with that retailer for the provision of that service. Retailers retain discretion in relation to accepting your request for products or services - acceptance may be affected by factors such as a retailer's credit criteria or ability to supply to your selected address.

Energy (Electricity and Gas)

If you have selected an energy product above, you are entitled to be provided with certain information before you enter into a contract for the provision of that electricity or gas. That information is set out in, or accompanies, this form. A summary of some key useful information concerning these contracts is set out below:

Retailer contact details

Origin Energy Ltd.

Level 7, 321 Exhibition St Melbourne VIC 3000
Ph: 132 463 Fax: 1800 132 463
Email: enquiry@originenergy.com.au
This market retail contract is: **Origin Supply**
Electricity and/or Dual Fuel Plan.

If Origin is the existing retailer at your new address, you may be entitled to enter into a standard retail contract with Origin instead of a market retail contract.

AGL Energy Limited

L22, 120 Spencer Street Melbourne VIC 3000
Phone: 131 245 Fax: (03) 8633 6002
Email: enquiries@agl.com.au
This market retail contract is: **AGL Freedom**
Electricity and/or Dual Fuel Plan.

If AGL is the existing retailer at your new address, you may be entitled to enter into a standard retail contract with AGL instead of a market retail contract.

Tariffs and charges	We will email you a link with the prices and charges for your selected product upon receipt of your request for that product and also provide you with an opportunity to opt-out at this time.
Contract term	The contract commences when you satisfy any pre-conditions that may be specified in it. The contract may be terminated by you giving notice of termination or by agreement between you and the retailer. The contract will also end if energy is bought for the premises under a different contract or, in some cases, if the premises are disconnected. In addition, the retailer might be entitled to terminate the contract where you are in breach of it or if you vacate the relevant premises.
Billing and payment arrangements	Bills will be issued at least once every 3 months. You may generally pay your bills in person, by telephone, by mail, by direct debit or by electronic funds transfer. In certain circumstances, you may also be able to pay your bills by using Centrepay.
Concessions or rebates	If you hold a current government concession card you may be entitled to receive a rebate on your bill. Further information about the concessions and rebates that may be available to you can be obtained from the retailer.
Service levels	The service will comply with all laws and regulatory requirements applicable in the state or territory in which the supply address is located.
Cooling off period	If a cooling off period applies to your contract (which will typically be the case only where it is a market retail contract), then you may cancel the contract within 10 business days of receiving the retailer's welcome pack by informing the retailer by telephone or in writing of your intention to cancel the contract.
Electronic transactions	If any requirement in connection with the service is to be met electronically, it will be met in accordance with the contract. You will be recognised as having received the information and be bound by the transaction in accordance with applicable laws, regulatory requirements and the contract.
Complaints	You may complain to the retailer about the Service Provider. Contact the retailer if you wish to do this. If your complaint is not satisfactorily resolved by the retailer, then you may complain to the energy ombudsman.

eBilling and Welcome Pack

Unless you request otherwise, your electricity and/or gas bills will be sent to the email address provided by you in this form.

No, please post these items to me in hard copy to my new address
(please tick)

Explicit Informed Consent

By signing below, I/we understand and agree:

- that I/we have read and accept the prices and charges applicable to the selected energy product;
- that, subject to the terms of the selected contract and any applicable legislation, the selected retailer may vary the energy rates which are used to calculate the applicable usage charges from time to time, and can vary the tariff structure, charges, billing frequency, and the terms of the contract at any time by writing to me/us;
- to become a customer of the selected retailer in accordance with the terms and conditions of the selected contract, including by transferring to that retailer, if the retailer agrees to provide me/us with my/our chosen product on those terms and conditions.

Tenant/Purchaser Signed	Co-Tenant/Co-Purchaser (if any) Signed	Date
X	X	DD/MM/YYYY

Please note, if you select ANY of the products displayed above, you must acknowledge your consent to the above information, our Privacy Collection Statement and you being contacted by our Service Provider in relation to the selected products, by providing your signature.

Privacy Collection Statement

realestate.com.au collects and uses the information in this form to provide the connection service and will disclose this information to its Service Provider and to your chosen energy and telecommunication retailer(s). realestate.com.au may also use the information to promote its other services, and services of trusted third parties. realestate.com.au's Privacy Policy at www.realestate.com.au/privacy further explains how realestate.com.au collects, uses and discloses personal information and how to access, correct or complain about the handling of personal information. You agree that the personal information you provide to us (or authorise to be provided to us) is your information, or information which you have been authorised to provide us. Where you are authorised to provide another individual's information to us, you must inform that individual that their personal information will be used and disclosed by us in accordance with our Privacy Policy www.realestate.com.au/privacy and these terms and conditions.