

Residential Tenancy Application Form

SUBMISSION CHECK LIST....

- Completed residential tenancy application form
- Attach photocopies of 100 points of ID
- 4 weeks payslips/letter of employment
- Letter from accountant if self employed
- Photocopies of references

APPLICANT CHECKLIST....

Please bring the following for 100 point identification check, must be at least 1 primary ID document.

PRIMARY	70	Drivers Licence / Passport / Photo ID
	70	Birth Certificate
	70	Citizenship certificate
SECONDARY	40	Australian govt issued licence with photo
	40	Social security, health car or pension card
	25	Utility bills (gas, electricity, rates, water)
	25	medicare card, bankcard

IMPORTANT INFORMATION....

- **PLEASE NOTE - Applications will not be processed until ALL details and relevant documentation have been completed and copies attached.**
- **Completed forms and supporting documentation can be emailed to rentals@bellsbeachsiderealty.com.au**
- **Applicants applying as a group must ALL be listed on the form.**
- **A separate form must be submitted for each applicant.**

PROPERTY DETAILS

address of property:	
date you are ready to move in:	preferred lease term:
rent per week:	details of any pets:

TENANT DETAILS (how many tenants will occupy the property)

name:	age:
name:	age:
name:	age:
name:	age:
name:	age:
name:	age:

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PERSONAL DETAILS

surname:	given names:
current address:	
home number:	work number:
mobile number:	fax number:
email:	date of birth:
drivers licence number & state:	passport number & country:

CURRENT TENANCY DETAILS

current address:	rent paid per week:	
reason for leaving:		
what agency do you rent through:	phone :	fax :
name of property manager/landlord:		
property manager/landlord email:		

PREVIOUS RENTAL HISTORY 1

previous address:		
length of time at above address:	rent paid per week:	
From	to	
what agency do you rent through:	phone :	fax :
name of property manager/landlord:		
property manager/landlord email:		
was bond refunded in full?:		
If No, specify reasons why?:		

QLD Licence No: 3377201

ABN 12 145 703 813

NSW Licence No. 20034562

14 Griffith Street, Coolangatta P O Box 399 Coolangatta QLD 4225

Phone: 07 5599 1111 Fax: 07 5599 1421

e. rentals@bellsbeachsiderealty.com.au w. bellsbeachsiderealty.com.au

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PREVIOUS RENTAL HISTORY 2 (if current tenancy is less than 6 months)

previous address:		
length of time at above address: From _____ to _____		rent paid per week:
what agency do you rent through:	phone :	fax :
name of property manager/landlord:		
property manager/landlord email:		
was bond refunded in full?:		
If No, specify reasons why?:		

CURRENT EMPLOYMENT HISTORY

occupation:	current employer:	
business address:		
contact name/payroll officer:	phone :	fax :
length of employment:	type of employment: please circle casual /part time / full time / self employed	
net weekly income:	NOTE: PLEASE ATTACH LETTER OF EMPLOYMENT, CENTRELINK BENEFITS OR 4 RECENT PAYSLIPS	

SELF EMPLOYMENT DETAILS (if applicable)

company/business name:	business:	
business address:		
position held:	ABN :	
accountant name:	phone :	fax :
accountant address:	accountant email:	
net weekly income:		

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PREVIOUS EMPLOYMENT HISTORY (if current employment is less than 6 months)

occupation:	employer:	
employers workplace address:		
contact name/payroll officer:	phone :	fax :
length of employment:	net weekly income:	

EMERGENCY CONTACT 1

surname:	given names:	
address:	relationship to you:	
email:	mobile :	phone:

EMERGENCY CONTACT 2

surname:	given names:	
address:	relationship to you:	
email:	mobile :	phone:

REFEREES

business referee:	relationship:
phone:	mobile:
personal referee:	relationship:
phone:	mobile:
personal referee:	relationship:
phone:	mobile:

Declaration

I, the applicant, hereby offer to rent the property from the owner under a lease to be prepared by the agent. Should this application be approved, I acknowledge that I will be required to pay the following amounts:

\$.....per week

first payment of rent (2 weeks rent)	\$
rental bond (equal to 4 weeks rent)	\$
other costs if applicable	\$
TOTAL AMOUNT PAYABLE	\$

I acknowledge that this application is subject to the approval of the owner. I declare that all information contained in this application is true and correct and given of my own free will. I declare that I have inspected the premises and am satisfied with the current condition and cleanliness of the property.

.....
applicant print name

.....
applicant signature

.....
date

Privacy statement & consent

I AM APPLYING FOR THIS PROPERTY ON THE UNDERSTANDING THAT IT WILL BE LEASED IN THE CONDITION AS I INSPECTED UNLESS ADVISED OTHERWISE.

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 such as NTD, TICA or TRA for the purpose of checking my tenancy history.

I am aware that I may access my personal information by contacting -
NTD: 1300 563 826
TICA: 1902 220 346
TRA: (02) 9363 9244

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 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 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.

.....
applicant print name

.....
applicant signature

.....
date

This is a **FREE** service that connects all your utilities and other services.
 Direct Connect can help arrange for the connection or provision of the following utilities and other services:

Electricity
 Insurance

Gas
 Cleaning

Phone
 Removals

Internet
 Truck or van hire

Pay TV

Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.

We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement.
3. Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
5. Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
6. Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature of applicant: _____ Date: ____/____/____ Application sent to Direct Connect (if required)

ONE CALL WILL SAVE YOU TIME AND *effort*

We are Australia's No. 1 Moving Services Company. Over the last 10 years, we have helped more than 1 million people move house and we would love to help you too!

With just one call, our free, no-obligation service can help you connect all your services from the moment you move in, so you can focus on enjoying your new home.

SERVICES WE *connect*



TO GET CONNECTED ASK YOUR LOCAL REAL ESTATE AGENT TO SEND US YOUR DETAILS
 Call us on **1300 664 715** or visit **directconnect.com.au**

* For Terms and Conditions visit directconnect.com.au/guarantee

