

Application Form

For your application to be processed you must answer all questions (including the reverse side)



A. AGENT DETAILS

CD Real Estate Pty Ltd

A : 4/ 35-43 High St Glen Iris Vic 3146

P : (03) 9885 6545

Email : cdimasi@cdrealty.com.au

B. PROPERTY DETAILS

1. What is the address of the property you would like to rent?

Postcode	

2. Have you inspected the property? (Please tick if YES) ☐

3. Lease commencement date?

			dd/mm/yy
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Lease term?

	Years		Months
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4. Property Rental?

\$		per week OR	\$		per month
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5. How many people will normally occupy the property?

	Adults		Children		Ages of Children
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C. PERSONAL DETAILS

6. Please give us your details

Mr <input type="checkbox"/>	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Mrs <input type="checkbox"/>	Other <input type="checkbox"/>
Given name/s		Surname		

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Date of Birth	Driver's licence number

Driver's licence expiry date	Driver's licence state

Passport no.	Passport country

Pension no. (if applicable)	Pension type (if applicable)

7. Please provide your contact details

Home phone no.	Mobile phone no.

Work phone no.	Fax no.

Business Email address

Personal Email address

D. UTILITY CONNECTIONS

A free utility connection service

Please tick here, and a Utility service provider will call you to help connect your Electricity, Gas, Phone, Internet and Pay TV services

Completion of this section does not guarantee utility connection. A Utilities connection provider MUST contact you prior to connection

Tick Utilities as required:

<input type="checkbox"/> Electricity	<input type="checkbox"/> Gas	<input checked="" type="checkbox"/> Water usage compulsory
<input type="checkbox"/> Phone	<input type="checkbox"/> Net	<input type="checkbox"/> Pay TV

Property Manager:

PLEASE NOTE

All applicants will be required to provide **100 points** of identification as detailed below:

Drivers Licence	50 points
Passport	50 points
Proof of Age Card	50 points
Student ID	50 points
Rates Notice.....	50 points
Copy of recent utility account.....	30 points each
Copy of recent telephone account.....	30 points
Concession or Pension Card	10 points

* Photocopy of Photo ID is required

1. This application is accepted subject to the availability of the property on the due date and no action shall be taken by the applicant against the owner and/or the agent should any circumstances arise whereby the property is not available for occupation on the due date.
2. Initial rent payments must be made by cash or bank cheque within 24 hours after approval of application. No personal cheques accepted.
3. Security deposits are to be paid separately by bank cheque made out to the RTBA upon collection of keys. No personal cheques accepted.
4. Keys will not be handed over until the lease agreement has been signed by all applicants.
5. The TENANT agrees to accept the property in an "as is" condition and understands and accepts that the landlord is not obliged to make any improvements to the property.

E. TENANCY COLLECTION STATEMENT

The information on this form is being collected by CD Real Estate Pty Ltd ("we"/"us"). It is a condition of application for a tenancy for any property managed by us, or in conjunction with other agents, that you consent to us collecting and using your personal information. We require this information so we can consider your application to rent a property.

We may provide this information and any or all information provided to us by any party to third parties including landlords, landlords' agents and solicitors and various government or statutory authorities in the interests of openness and transparency between all parties concerned. We may also contact personal and credit referees you nominate and exchange personal information according to normal commercial practice. You authorise us to conduct a tenant check with National Tenancy Database ("ntd"). Your information will be listed on the ntd and may be made available to other users or the ntd in the future. You may contact the ntd directly to verify the accuracy of the information on the ntd and to request any amendments.

Your personal information will be added to our database and may be used for the secondary purposes of providing you with further information about properties and services marketed by us, and for marketing, planning, product development, research and other commercial purposes. Hocking Stuart Pty Ltd will have access to this database and your information.

From time to time we may also share personal information with partner businesses offering complementary products or services that we believe may be of interest to you. If you do not wish to receive marketing material or information about such complementary products or services please

mark this box ☐.

It is your responsibility to ensure information you provide to us is correct at all times. To access or make corrections to your personal information in conjunction with property rentals, please contact our office in the first instance. To view our full Privacy Statement please visit our office or our website at URL <http://www.hockingstuart.com.au>.

F. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. I acknowledge that I will be required to pay rental in advance and a security deposit and that this application is subject to the approval of the owner. I declare that all information contained in this is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt. Should my application be accepted by the owner I agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act 1997.

If section D is completed, I consent to the disclosure of this page of the application form to a utilities service provider for the purpose of arranging the connection of nominated utility services; consent to disclosing personal information to utility services; consent to the Utilities service provider disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to the utilities service provider disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent; acknowledge the Real Estate Agent, its employees and the utilities service provider may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst the utilities service provider 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 the utilities service provider 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 service utilities

Signature

Date

X

APPLICANT HISTORY

8. What is your current address?

 Postcode

9. How long have you lived at your current address?

 Years Months

10. Why are you leaving this address?

11. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

 \$

12. What was your previous residential address?

Property manager name

13. Application faxed to UtilityOne (if required)

☐
 Years Months

14. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

 \$

Was bond refunded in full?

If not why not?

15. Please answer the following questions:

yes no

Have you ever been evicted by any landlord or agent?

☐ ☐

Have you ever been refused another property?

☐ ☐

Are you in debt to another landlord or agent?

☐ ☐

G. EMPLOYMENT HISTORY

16. Please provide your employment details

What is your current occupation?

What is the nature of your employment?
(FULL TIME/PART TIME/CASUAL)

Employer's name (inc. accountant if self employed) Phone no.

Employer's address

Contact name

Position

Length of employment

Gross income per annum

 Years Months \$

Please provide any other source/s of income (per annum):

 \$

17. Please provide your previous employment details

Employer's name: (inc. accountant if self employed) Phone no.

Contact name

Position

Length of employment

H. STUDY INFORMATION (if applicable)

18. Please provide university/tafe information if you are currently studying

Course Name

Name of Institution

I. CONTACTS / REFERENCES

19. Please provide a next of kin/contact in case of emergency

Surname

Given name/s

Relationship to you

Phone no.

Address

20. Please provide two personal references (not related to you)

1. Surname

Given name/s

Relationship to you

Phone no.

2. Surname

Given name/s

Relationship to you

Phone no.

J. OTHER GENERAL INFORMATION

21. Car Registration

22. Please provide details of any pets:

Breed / type

Council registration / number

1.

2.

K. OTHER INFORMATION REGARDING THIS APPLICATION

23. Have you applied for another property? (please circle and give details)

YES / NO

24. Joint Applications (if applicable)

If there are any additional applicants applying to share this property with you, please state their name/s below:

25. How did you find out about this property? (Please choose one)

Office Rental List

☐

Early Alert

☐

Hocking Stuart website

☐

Realestate.com.au

☐

Domain.com.au

☐

Realestateview.com.au

☐

Work Colleague

☐

Friend or family member

☐

Other

☐

If 'Other' please specify

OFFICE USE ONLY

Property manager name

Application faxed to myconnect (if required)

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