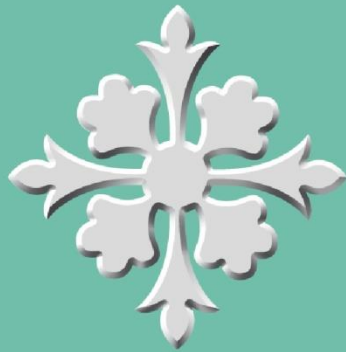


# Tenancy Application Form



**VEEVA**  
PROPERTYGROUP

t: 02 9181 5934 - f: 02 9719 1937  
e: [gladys@veevaproperty.com.au](mailto:gladys@veevaproperty.com.au) - 67 Lyons Road Drummoyne NSW 2047  
[veevaproperty.com.au](http://veevaproperty.com.au)  
04 888 VEEVA call or sms  
(88382)

## APPLICATION CHECKLIST

Please tick what is attached to your Application:

- Drivers Licence
- Medicare card - Passport
- Employed - 4 recent pay slips
- Unemployed - bank statement or centrelink letter
- Self Employed - recent tax return / bass statement
- Owner - rates notice
- Rental Ledger

Prior living arrangement, please attached 3 of the following:

- Electricity
- Gas
- Foxtel
- Car Registration
- Phone Account
- Bank Statement
- Voting Enrolment
- Private Health
- Car finance accounts

## EMPLOYMENT HISTORY

Please provide your employment details

What is your occupation?

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

Employer's name (inc. accountant if self employed or institution if student)

Employer's address

Postcode

Contact

Phone no.

Length of employment

Years

Months

Net Income

## PREVIOUS EMPLOYMENT HISTORY

Please provide your previous employment details

Occupation?

Employer's name

Contact

Phone no.

Length of employment

Years

Months

Net Income

## IF SELF EMPLOYED PLEASE PROVIDE THE FOLLOWING

Company Name

Address

Lessor / Agent

ABN

Accountant

Phone

## ADDITIONAL QUESTIONS

Do you own an investment property?

 Yes No

Rental Return

Who is your current agent?

Have your tenancy ever been terminated?

 Yes No

Have you ever been refused a property  
by another agent?

 Yes No

Are you in debt to another agent/landlord?

 Yes No

Have any deductions ever been made  
from your rental bond?

 Yes No

Vehicle Type (if applicable)

Is the vehicle

Owned

Financed

## HOW DID YOU HEAR ABOUT THIS PROPERTY?

Window Display

Referral

Local Paper

Other \_\_\_\_\_

Office

The Internet

Sign Board at property



## NEED TO GET CONNECTED?

Direct Connect offers a free, no-obligation service,  
that will make your move easier by organizing  
connections to a range of services for your new home.



Tick the box on the following page and Direct Connect will contact you.

**CURRENT APPLICANT ADDRESS**

Proposed Property:

Rent per week for Proposed Property

\$

per week

Proposed lease term (months please tick)

6

9

12

Proposed commencement date

How many tenants will occupy the property?

Adults

Children

Ages

Are all occupants living in the property full time?

Yes

No

Are you a smoker?

yes

no

social

Pets:

yes

no

Breeds

I have personally inspected the property (please sign)

**APPLICANT'S CURRENT DETAILS****Please give us your details**Mr  Ms  Miss  Mrs  Other 

Surname

Given Name/s

Driver's licence

Driver's licence expiry date

Driver's licence state

Date of Birth

Registration Number

**Please provide your contact details**

Home phone no.

Mobile phone no.

Work phone no.

Fax no.

Email address

**CONTACTS / REFERENCES****Please provide a contact in case of emergency**

Surname

Given name/s

Relationship to you

Phone no.

**Please provide 2 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.

**CURRENT APPLICANT ADDRESS**

What is your current address?

Postcode

Are you the: Owner / Tenant (please circle)

How long have you lived at your current address?

Years

Months

Why are you leaving this address?

Landlord / Agents Name

Landlord/ Agents phone no.

Weekly Rent Paid

\$

**PREVIOUS APPLICANT ADDRESS**

What was your previous residential address?

Postcode

How long did you live at your previous address?

Years

Months

Why did you leaving this address?

Landlord / Agents Name

Landlord/ Agents phone no.

Weekly Rent Paid

\$

## UTILITY CONNECTIONS

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	Cleaners
Gas	Insurance
Phone	Removalist
Internet	Truck or van hire



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

Date

<input type="text"/>	<input type="text"/>
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PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F:1300 664 185. [www.directconnect.com.au](http://www.directconnect.com.au)

## NOTICE TO PROSPECTIVE TENANTS

The availability of telephone lines; internet services; analogue; digital or cable television (and adequacy of such devices); are the sole responsibility of the tenant(s) and tenants should make their own enquiries as to the availability and adequacy of such services before accepting the tenancy of the property. The landlord does not warrant that any telephone plugs, antenna and antenna sockets or other such points located in the property are serviceable or will otherwise meet the requirements of the tenant and tenants must rely upon their own enquiries

## 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 such as NTD, TICA or TRA for the purpose of checking your 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 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 NTD (National Tenancies Database)

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.

Signature

Date

<input type="text"/>	<input type="text"/>
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## APPLICATION DETAILS

Your application will not be processed unless you provide photocopies of all of the following documents. If you require our office to photocopy any documents there will be a charge of \$1 per page.

For your application to be processed, you are required to provide photocopies of the following documents:

1. **photo identification** (eg. drivers licence or passport)
2. **rental ledger or rent receipts** (showing a history of your rental payments)
3. **account or invoice with the current address** (phone/mobile, electricity, credit card, bank account, rates notice)
4. **evidence of income** (pay slip or letter from employer. If self employed a letter from your accountant or your last tax return. If unemployed a letter from Centrelink confirming your payments.
5. **references** (a written rental reference and any other written references. If you have sold your home provide a copy of your rates notice or water bill & the selling agents details)
6. **current ATM balance or bank statement** "for occupants over the age of 18 yrs it is essential that each person who wishes to reside on the premises complete an application form in full"

### Terms & Conditions

I authorise that the above information may be used to carry out a credit check on me. I also agree that should I be in breach of any express or implied provision of the Tenancy Agreement or any provision of the Residential Tenancies Act, that I am responsible for the landlords costs incurred in undertaking collection action to recover his/her losses

- **Please remember to sign each page of the application.**
- **We accept payments via Bank Cheque, Money Order**
- **If a student, provide documentation of enrolment**

# CONNECTIONS YOU CAN COUNT ON WHEN YOU MOVE

At Direct Connect, your move is our priority. Offering a free, no obligation service, we will make your move easier by organising connections to a range of services for your new home. We do so only do you peace of mind with our Always On Guarantee.<sup>1</sup>

Simply connect with one of our leading electricity and gas suppliers, and we guarantee your connections will be ready on the day you move in. That's just one of many ways we help make moving easy.



**NEED TO GET CONNECTED?**

ASK YOUR REAL ESTATE AGENT TO SEND US YOUR DETAILS.

Contact Direct Connect on **1300 664 715**.

To learn more or submit your details online, go to [directconnect.com.au](http://directconnect.com.au)

1. This service is available to tenants in Melbourne, Victoria only.

