

TENANCY APPLICATION FORM

Benlor Real Estate - Hoppers Crossing
Address: 277 Heaths Rd Werribee VIC 3029
Phone: (03) 9748 6333
Fax: (03) 9731 6329
Email: reception@benlor.com.au
Web: www.benlor.com.au

PROPERTY DETAILS:

Property Address: _____
Postcode: _____
Rent: \$ _____ per wk/mth Bond: \$ _____
Lease Term: _____
Lease commencement date?
Day _____ Month _____ Year _____
No. of Adults: _____ Children: _____ Ages: _____
*If you are over 18+ you will need to individually submit an application.

PERSONAL DETAILS:

Title: Dr Mr Mrs Ms Miss
Date of Birth: _____
Surname: _____
Given Names: _____
Drivers license no: _____
Passport no: _____
Pension no: _____ Expiry: _____
Pension Type: _____

CONTACT DETAILS:

Home phone no: _____
Work phone no: _____
Mobile phone no: _____
Fax no: _____
Email address: _____

APPLICANT RENTAL HISTORY:

Current Address: _____
Postcode: _____
Length of time at this address: _____
Agent/Landlord: _____
Phone no: _____
Rent: \$ _____ per week \$ _____ pcm
Why are you leaving this address? _____

Previous address: _____
Length of time at this address: _____
Agent/Landlord: _____
Phone no: _____
Rent: \$ _____ per week \$ _____ pcm
Why did you leave this address? _____

PETS:

Please provide details of any pets: YES / NO
(type / breed / council registration number)

1. _____
2. _____

EMPLOYMENT/CENTERLINK/STUDENT DETAILS:

(*include accountant details if self-employed)

Current Employer: _____
Accountant*: _____
Occupation: _____
Full time / Part Time / Casual
Address: _____
Phone no: _____
Contact Person: _____
Net income: _____ per week _____ per year
Length of employment: _____
Previous employer: _____
Occupation: _____ Full time/part time/casual
Address: _____
Phone no: _____
Net income: _____ per week _____ per year
Length of employment: _____

REFERENCES/ CONTACTS:

1. Name: _____
Relationship: _____
Phone no: _____ Mobile no: _____
2. Name: _____
Relationship: _____
Phone no: _____ Mobile no: _____

EMERGENCY CONTACT: (not husband/wife/de facto)

Name: _____
Relationship: _____
Address: _____
Phone no: _____ Mobile no: _____

100 POINTS OF IDENTIFICATION:

Driver's Licence	50
Passport	50
Proof of Age Card	50
Student ID Card	50
Copy of Mobile Phone Account	20
Copy of Medicare Card	20
Concession / Pension Card	10
Copy of Gas /Water / Electricity Account	30 each

INSPECTION OF PROPERTY:

I confirm that i have viewed the property and i accept this properties condition as is.

Signature

PLEASE TAKE NOTE OF THE FOLLOWING:

- Due to the volume of applications Benlor Real Estate receives on a daily basis, please allow 3 business days for your application to be processed. If you are not contacted within 3 business days, consider your application as **NOT APPROVED**.
- Initial payments must be made by cash, bank cheque or money order within 24 hours after approval of application. No Personal Cheques accepted.
- Keys will not be handed over until the lease agreement has been signed by all applicants.
- This application is accepted subject to the availability of property on the due date and no action shall be taken by the applicant against the landlord and the agent should under any circumstances arise whereby the property is not available for occupation on the due date.

NOTES:

RENTAL PROPERTY PREFERENCES:

1.

2.

3.

4.

The following documents **must** be supplied with the application in order for the application to be processed within 3 business days.

Visible copy of photo ID (drivers licence or passport). ☐

Copy of 2 payslips, bank statement or Centrelink statements showing proof of income. ☐

Phone number or written reference from current Real Estate Agent. ☐
(if not currently renting please disregard)

OFFICE USE ONLY

Senior Property Manager:

Date Received: ____/____/____

Approved: YES NO

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
Pay TV	Water



☐ 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

PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F: 1300 664 185. www.directconnect.com.au

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)
- (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.

Signature

Date
