



# TENANT APPLICATION FORM

Office Location: 1/75 Morayfield Road, Caboolture South QLD 4510  
 Office Phone: 07 5498 9622  
 Office Fax: 07 5433 7899  
 Office Email: [rentals@remaxvictory.com.au](mailto:rentals@remaxvictory.com.au)

Address of Property Applying For: (1 <sup>st</sup> Preference)		\$
Address of Property Applying For: (2 <sup>nd</sup> Preference)		\$
Inspection Date:		
Preferred Move in Date:	___ / ___ / ___	Preferred Lease Term: 6 Months / 12 Months

The following documentation <b>MUST</b> be submitted with the application form: <small>Please note that the application <b>MUST BE</b> completed in FULL when returning to our office, along with ALL pre-copied documentation</small>	Please Tick
Photocopy of Photo ID (Driver’s Licence, 18+ Card or Passport)	
Photocopy of Medicare Card	
Proof of Current Address (Telephone/Electricity Bill / Registration / Other Utility Bills)	
Photocopy of Recent bank Statement (within last 3 months) – <i>must show your name</i>	
Proof of Income (2 Recent Payslips / Centrelink Statement / Bank Statement / Offer Letter)	

**Please note that we will not proceed with any application unless all documents above are provided. Please have all paperwork photocopied and finalised prior to submitting your application.**

**I agree and acknowledge to the following Conditions should my application be successful with RE/MAX Victory:**

In most instances, we are able to process your application within 48 hours. If we are unable to contact references/referees, this process may take longer. If your application is approved, you will be required within 24 hours to pay 1 weeks rent as the holding deposit and you will receive a copy of the lease documents prior to paying any monies.

I note then the balance of (1) weeks rent and (4) weeks bond is to be paid when you sign the lease or collect the keys on the lease start date. It will be credited to your rental account commencing from the first day of your Tenancy. These funds are to be paid by Money Order/Bank Cheque or EFTPOS **ONLY** by way of cleared funds. **Under no circumstances will cash or personal cheques be accepted.**

I acknowledge that for all ongoing rental payments, the preferred payment method is Rental Rewards. I agree and acknowledge that I as the tenant are responsible to cover the fees and charges associated by using this payment option. I also acknowledge that there is a \$1.51 set-up fee application for Rental Rewards: Please see below our payment methods:

- Rental Rewards – BPay (\$1.00 per transaction)
- Rental Rewards – Direct Debit (0.5% of the transaction total)
- Rental Rewards – Credit Card (1.45% for Mastercard / Visa or 2.45% for Amex / Overseas Credit Cards)
- Bank Cheque / Money Order Between \$5.00 - \$12.00 (depending on bank etc)
- EFTPOS at RE/MAX Victory Rentals Office **Free of charge**
- Deduction from Centrepay (Centrelink) **Free of charge**

Signature: \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_      Signature: \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_

	Applicant 1 Details		Applicant 2 Details	
Full Name:				
Date of Birth:				
Contact Details:	Ph:		Ph:	
	E:		E:	
Driver's Licence No:				
Relationship to other Applicant?				
Car Rego, Make/Model:				
Pets? Age/Type/Breed:				
Are They Registered?	Yes / No	Are They Inside or Outside Pets?		
Do you smoke?	Yes / No		Yes / No	
Are you Studying?	Yes / No		Yes / No	
Are you on a working Visa? If Yes, Expiry Date of Visa?	Yes / No	Expiry: ___ / ___ / ___	Yes / No	Expiry: ___ / ___ / ___

Current Residential History		
	Applicant 1	Applicant 2
Current Address		
Weekly Rent:	\$	\$
Type of Occupancy:	Renting / Own Home / Private Landlord / Living with Family / Boarding (please circle)	Renting / Own Home / Private Landlord / Living with Family / Boarding (please circle)
Agency/Landlord Name:		
Contact Number:		
Email Address:		
Time Resided at Property:	From: ___ / ___ / ___ To: ___ / ___ / ___	From: ___ / ___ / ___ To: ___ / ___ / ___
Reason for Leaving:		

Previous Residential History		
	Applicant 1	Applicant 2
Previous Address:		
Weekly Rent:	\$	\$
Type of Occupancy:	Renting / Own Home / Private Landlord / Living with Family / Boarding (please circle)	Renting / Own Home / Private Landlord / Living with Family / Boarding (please circle)
Agency/Landlord Name:		
Contact Number:		
Email Address:		
Time Resided at Property:	From: ___ / ___ / ___ To: ___ / ___ / ___	From: ___ / ___ / ___ To: ___ / ___ / ___
Reason for Leaving:		

### Other Occupants Details

Occupants Full Name:	Date of Birth:	Relationship to Applicants:

### Employment Details

	Applicant 1	Applicant 2
<b>Are you currently Employed?</b>	Yes / No	Yes / No
<b>Employment Status?</b> (Please circle applicable)	Full Time / Part Time / Casual / Contract / Self-Employed	Full Time / Part Time / Casual / Contract / Self-Employed
<b>Net Income (per week):</b>	\$	\$
<b>Occupation:</b>		
<b>Date Commenced Employment:</b>		
<b>Employer/Company Name:</b> <b>Name of Manager/Contact:</b> <b>Contact Number:</b> <b>Email Address:</b>		

### Centrelink Details / Payments

	Applicant 1	Applicant 2
<b>Are you Currently Receiving Centrelink Benefits?</b>	Yes / No	Yes / No
<b>Type of Payment Received?</b> (Please circle applicable)	Newstart / Single Parenting Payment / Partnered Parenting Payment / Disability Pension / Aged Pension / Carers Payment / Family Tax Benefit	Newstart / Single Parenting Payment / Partnered Parenting Payment / Disability Pension / Aged Pension / Carers Payment / Family Tax Benefit
<b>Total Income (per week):</b>	\$	\$

### Next of Kin / Emergency Contact Information

Please provide details of someone we may contact in the event of an Emergency who will not be residing with you at the property

	Applicant 1	Applicant 2
<b>Full Name:</b>		
<b>Contact Number:</b>		
<b>Address:</b>		
<b>Relationship to You:</b>		

Personal Referees / References 1		
	Applicant 1	Applicant 2
Full Name:		
Contact Number:		
Address:		
Relationship to You:		

Personal Referees / References 2		
	Applicant 1	Applicant 2
Full Name:		
Contact Number:		
Address:		
Relationship to You:		



MAKES MOVING EASY

DIRECT CONNECT PROVIDES A **FREE SERVICE** THAT TAKES THE HASSLE OUT OF MOVING.

Simply complete the form below, select the services you would like organised. If your application is approved, Direct Connect will then contact you to confirm your details and service request.

### Services we connect:

								
ELECTRICITY	GAS	INSURANCE	INTERNET	PHONE	PAY TV	REMOVALISTS	CLEANING	TRUCK HIRE

Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and 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 Connects Terms and 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 Connects 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 Connects Terms and Conditions (which are included within this application)
2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the customers telephone number is on the Do Not Call Register) in order to provide Direct Connects services to you, to enter into negotiations with you relating to the supply of relevant services as 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 connect or supply (or 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 and acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## Declaration, Privacy Disclosure and Consent

Please declare/acknowledge the following by circling Yes or No

Have you ever been evicted by an Agent/Lessor	Yes / No
Do you have any known reasons that would affect your ability to pay rent	Yes / No
Were you refunded the bond IN FULL for your last address (if applicable) If no, please advise what deductions were made: _____	Yes / No
Do you have any current outstanding debt to another Agent/Lessor?	Yes / No
Acknowledge that my personal contents insurance is not covered under any lessor insurance policy/s and understand that it is my responsibility to insure my own personal belongings	Yes / No
Understand that you as the Agent/Lessor have collected this information for the purpose of determining whether I am a suitable tenant for the property – in particular to check my identification, my ability to care for the property, my character and my credit/affordability	Yes / No
Acknowledge that I have made my own enquiries in relation to the provision of the availability of phone, internet and TV connections. The Agent makes no warranty in relation to the adequacy of current or available services or fittings in the premises	Yes / No
The applicant has viewed the property in its current condition and agrees to take the premises as is with no alterations, additions or extras provided unless previously agreed in writing by all parties. The landlord retains the right to refuse any requests for improvements requested by the tenants.	Yes / No
For such purposes, I authorise you to contact the persons named in this application, and to undertake such enquiries and searches (including Tenancy Databases Searches) as you consider reasonably necessary	Yes / No
In doing so, I understand that information provided by me may be disclosed to, and further information obtained from, referees named in this application and other relevant third parties	Yes / No
Acknowledge and accept that if my application is denied, the agent is not legally obliged to provide reasons as to why	Yes / No
Acknowledge and understand that should my tenancy be accepted and upon commencement of the tenancy agreement there may be cause for the Agent/Lessor to pass my details onto others which may include (but is not limited to) insurance companies, body corporates, contractors, other real estate agents, salespeople and tenancy default databases	Yes / No
Acknowledge that I will receive and review the General Tenancy Agreement (Form 18a), the standard terms and any special terms and conditions prior to any monies being paid, should my application be successful	Yes / No
Acknowledge that I have been made aware of the Agency's Privacy Policy below	Yes / No
Consent to the use of email and facsimile in accordance with the provisions set out in Chapter 2 of the electronic Transactions (QLD) Act 2001 and Electronic Transactions Act 1999 (cth)	Yes / No
Declare the above information is true and correct and that I have supplied it of my own free will	Yes / No

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 I have inspected the premises. I also declare that I am not currently 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 also 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 that Agent may disclose details of such default to a Tenancy Default Database, and to Agents/Landlords or 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 the Lease/Tenancy Documents
- (c) Allow tradespeople or equivalent organisations to contact me
- (d) Lodge/Claim/Transfer to a Bond Authority
- (e) Refer to Tribunals/Courts and Statutory Authorities (where applicable)
- (f) Refer to Debt Collection Agencies, Credit Providers and or Lawyers (where applicable)

In the event of a successful Tenancy Application the applicant's personal information maybe recorded in the Agent's TICA Virtual Manager System, which will allow the Agent to be advised of any future Tenancy Applications you make. Information regarding our data deletion practices can be advised should you wish. The TICA Virtual Manager program will monitor your tenancy applications as part of our Risk Management procedures to protect our Landlords exposure. The monitoring of your tenancy applications is not a listing on the TICA Tenancy History Database. This information is information that would be available to the Agent on a truthfully completed tenancy application form.

If you fail to provide your personal information and do not consent to the uses set out above the Agent cannot properly assess the risk to our client or carry out our duties as an asset manager. Consequently the Agent cannot provide you with the property you requested to rent.

<b>Application 1 Full Name:</b>	<b>Signature:</b>	<b>Date:</b>
<b>Application 2 Full Name:</b>	<b>Signature:</b>	<b>Date:</b>