



## RESIDENTIAL TENANCY APPLICATION FORM

Please Note: Complete ALL required fields and attach supporting documents in order for your application to be promptly processed.  
Comply with 100 Point Check System. One form per applicant. Viewing of property is a policy of this company.

PROPERTY DETAILS	
Address of Rental Property	
Lease Term <input type="radio"/> 6 months or <input type="radio"/> 12 months	
Preferred Lease Commencement Date / / <input type="radio"/> or ASAP	
Number of Adults (Persons Occupying the Property)	
Number of Children	Specify Ages
Rental per Week \$	Per Calendar Month \$
PERSONAL DETAILS	
Surname	
First Name	
Middle Name	Date of Birth / /
Drivers License No.	Drivers License Exp.
Drivers License State	Registration No.
Phone No.	Work No.
Mobile No.	
Work Email	
Personal Email	
CURRENT ADDRESS DETAILS	
Current Address	
Length of Stay: years months	
Are you the <input type="radio"/> Owner or <input type="radio"/> Tenant	
Name of Real Estate Agent / Landlord	
Phone No.	
Rental per Week \$	Per Calendar Month \$
Current Agent Office Email:	
Property Manager Email(if Known):	
PREVIOUS ADDRESS DETAILS	
Previous Address	
Length of Stay: years months	
Are you the <input type="radio"/> Owner or <input type="radio"/> Tenant	
Name of Real Estate Agent / Landlord	
Phone No.	
Rental per Week \$	Per Calendar Month \$
How long were you at your previous address?	
Reason for leaving?	

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:	
<input type="checkbox"/> Electricity <input type="checkbox"/> Gas <input checked="" type="checkbox"/> Water <input type="checkbox"/> Phone <input type="checkbox"/> Internet	<input type="checkbox"/> Pay TV <input type="checkbox"/> Cleaners <input type="checkbox"/> Insurance <input type="checkbox"/> Removalist <input type="checkbox"/> Truck or van hire
 <b>MAKES MOVING EASY</b>	
<input type="checkbox"/> 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.	
<b>DECLARATION AND EXECUTION:</b> 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"/>
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 -	
<ul style="list-style-type: none"> <li>• NTD: 1300 563 826</li> <li>• TICA: 1902 220 346</li> <li>• TRA: (02) 9363 9244</li> </ul>	
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 tenancy check with NTD (National Tenancy 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
<input type="text"/>	<input type="text"/>

**CURRENT EMPLOYMENT DETAILS (PLEASE STATE CLEARLY AND ATTACH COPY OF PAYSリップ)**

Company Name		Occupation	
Employment Full Address			
Full Name of Employer/Supervisor		Employers Phone No	
Length of Employment	Years: <input type="text"/>	Months: <input type="text"/>	Weeks: <input type="text"/> Part-Time / Full-Time / Casual
Gross Income \$	<input type="text"/>	<input type="radio"/> Per Week	<input type="radio"/> Per Fortnight <input type="radio"/> Per Month <input type="radio"/> Per Annum
Net Income \$	<input type="text"/>	<input type="radio"/> Per Week	<input type="radio"/> Per Fortnight <input type="radio"/> Per Month <input type="radio"/> Per Annum

**PREVIOUS EMPLOYMENT DETAILS (PLEASE STATE CLEARLY AND ATTACH COPY OF PAYSリップ)**

Company Name	
Employment Full Address	
Full Name of Employer/Supervisor	Employers Phone No
Length of Employment	Years: <input type="text"/> Months: <input type="text"/> Weeks: <input type="text"/>
Net Income \$	<input type="text"/> <input type="radio"/> Per Week <input type="radio"/> Per Month <input type="radio"/> Per Annum

**IF YOU ARE A STUDENT PLEASE COMPLETE** (If an overseas student, provide a copy of your passport, current visa (if any) and confirmation of enrolment / letter of offer)

Name of Institution	Faculty / Department
Student Union Number	Student Identification Number
Name of Course Undertaken	
Course Start Date: / /	Course End Date: / / Course Length:
Income Source	Govt \$ <input type="text"/> Per Week and / or Family \$ <input type="text"/> Per Week
Parents Name	

**PERSONAL REFERENCE**

Name	Relationship
Address	Email
Phone Home:	Work: Mobile:

**EMERGENCY CONTACT (NEXT OF KIN)**

Name	Relationship
Address	Email
Phone Home:	Work: Mobile:

**OTHER INFORMATION**

Special Requirements Relating to the Property - If Yes, please state
Do you have pets?
Where did you locate this property? <input type="radio"/> Newspaper <input type="radio"/> Website (realestate or domain.com.au) <input type="radio"/> Signs <input type="radio"/> Previous or Current Tenant

**100 POINT CHECK SYSTEM**

Only 1 document from each section will be accepted, all documents presented must equate to 100 points.

**50 POINTS**

- Copy of Passport
- Copy of Drivers Licence
- Copy of Birth Certificate
- Copy of Keypass

**30 POINTS**

- Medicare Card
- Pension card
- Recent Bank Statement
- Recent Utility Bills
- Agent Reference

**20 POINTS**

- Copy of last 4 Payslips
- Letter of Employment

**10 POINTS**

- Copy of Current Vehicle Registration Papers