

ESSENTIAL DOCUMENTS & INFORMATION REQUIRED

- 1. Photocopy of Drivers Licence or 18 + Card
- 2. Photocopy proof of income eg. Payslip, Letter of Appointment or Bank Statement
- 3. Photocopy proof of current residential address eg. Electricity, Telephone account or Council Rates notice
- 4. Contact details of Next of Kin provided (refer item 7)
- 5. Confirmation that you have Inspected the property (Refer Item 1)
- 6. Authorise Direct Connect if required (Utilities)

ALL INFORMATION PROVIDED YES NO

IMPORTANT : If your Application is approved .. you will be required to **sign a Tenancy Agreement** and **pay** an amount equal to two (2) weeks Rent **within 48 hours**. The **Bond plus 2 weeks Rent** must be paid in full before commencement of the Tenancy and collection of Keys.
Cash will NOT be accepted by our office. Payments only by EFT Direct Deposit into our Trust Account, Cheque or Post Office Money Order.

KEYS to the property will **NOT** be provided **before the tenancy start date** under any circumstances

THIS APPLICATION WILL NOT BE PROCESSED UNLESS ALL OF THE ABOVE INFORMATION IS PROVIDED

1. PROPERTY DETAILS

Address of the property you would like to Apply for ?

I confirm I have Inspected the above Property YES / NO

PROPERTY RENT

\$ / PER WEEK

TENANCY START DATE (preferred start)

 / /

LENGTH OF TENANCY

MONTHS

HOW MANY PEOPLE WILL OCCUPY THE PROPERTY

ADULTS CHILDREN

Do you currently have any other Tenancy Applications lodged with other Agents / Landlords ? YES / NO

2. PERSONAL DETAILS

Mr Mrs Ms Miss Other

FULL NAME

Date of Birth

 / /

Driver's Licence no. / 18+ card no

Driver's Licence State

Passport no.

Passport Country

Pension no. (if applicable)

Pension type (if applicable)

PERSONAL CONTACT DETAILS

Home phone

Mobile phone

Work phone

Fax

Email add

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	



MAKES MOVING EASY

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:

- Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
- 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
- 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.
- Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
- 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.
- 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

PRIVACY DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. I acknowledge that this application is subject to the approval of the owner/lessor. 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:

- the owner or the Agent of my current or previous residence;
- my personal referees and employer/s;
- TICA Tenant Default Database

If I default under a rental agreement, 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 the Agent will use / disclose my personal information to ;

- communicate with the owner and select a tenant
- prepare lease/tenancy documents
- allow organizations/tradespeople to contact me
- lodge/claim/transfer to/from the Residential Tenancies Bond Authority
- refer to Tribunals/Courts & Statutory Authorities (where applicable)
- refer to collection agents/lawyers (where applicable)

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. I am aware that I may access personal information on the contact details above.

Below is your Privacy Declaration Signature Only

(Signature for your Application required over page)

SIGNATURE DATE / /

3. PREVIOUS RENTAL HISTORY

What is your CURRENT residential address?

Postcode	

Length of Tenancy Weekly Rent Paid Tenancy Expiry

	Mths		
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Why are you leaving this address?

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Name of current Real Estate Agent or Landlord

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Agent / Landlord PHONE

Agent / Landlord FAX

--	--

What was your PREVIOUS residential address?

Postcode	

Length of Tenancy Weekly Rent Paid Tenancy Expiry

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Name of Real Estate Agent or Landlord

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Agent / Landlord PHONE

Agent / Landlord FAX

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Was Bond refunded in full? If not why not?

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5. CONTACTS / REFERENCES

Please provide a contact in case of EMERGENCY

FULL NAME

--

Relationship to you

Phone

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Please provide two (2) personal references (not related to you)

1. FULL NAME

--

Relationship to you

Phone no.

--	--

2. FULL NAME

--

Relationship to you

Phone no.

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7. NEXT OF KIN (Other than a Proposed Tenant)

FULL NAME

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Address

--

Relationship to you

Phone no

--	--

4. EMPLOYMENT HISTORY

Please provide your CURRENT employment details

CURRENT OCCUPATION

Full Time / Part Time / Casual

--	--

Employer's name / Business name & ACN No / Centrelink details

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Employer's address

Postcode

Contact name

Phone no.

--	--

Length of Employment

	Years		Months
--	-------	--	--------

Net Weekly Income (after tax)

\$	
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If Self Employed (please provide Accountant details)

Name

Phone no.

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Please provide your PREVIOUS employment details

Occupation

Full Time / Part Time / Casual

--	--

Employers Name

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Length of Employment

	Years		Mths
--	-------	--	------

Net Weekly Income (after tax)

\$	
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6. OTHER INFORMATION

Car Make / Registration / State

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Smokers ? YES / NO

PETS ? Breed / Type & Council Registration No

1.	
2.	

Name & ages of ALL occupants (including children) other than the Applicant who will occupy these premises?

If student - name of TAFE, University OR College

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Faculty / Course

ID Number

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Upon signing this Application Form you are acknowledging that you have viewed a Form 18a (tenancy agreement) and any special terms relating to the property

SIGNATURE

DATE

	/ /
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