

Residential Tenancy Application Form (1/4)

Please fully complete all sections on all pages for your application to be processed.

IMPORTANT:

- To ensure your rental Application can be processed promptly please complete all details thoroughly and ensure all the required documentation is attached.
- All applicants over the age of 18 must complete a separate application.
- Applications may be completed online at www.mamproperty.com.au
- Applications and supporting documentation may be faxed to 1300 520 540 or scanned and emailed to rentals@mamproperty.com.au

Please provide:

- Proof of income/ability to pay rent:**
Last 2 pay slips, copy of bank statement, or employer letter, or Centrelink statement.
- Proof of current address:**
Copy of telephone/water/power or gas bill, council rates notice or current lease agreement.
- Copy of photo identification:**
Copy of Drivers Licence or Passport.
- Copy of other identification:**
Copy of Medicare card, health care card, student card.
- References:**
Personal reference, rental reference and employment reference.

Tenancy Details

- All rental payments shall be paid on a per calendar month basis in advance - no exceptions.
- The monthly rent is calculated: weekly rent ÷ 7 days x 365 days ÷ 12 months, eg weekly rent = \$350 per week $\$350/7 \times 365/12 = \1520.83 . The rent shall be rounded down to the whole dollar - \$1520.00 per calendar month.
- The first months rent is to be paid within 48 hours of the approval of your application (excluding weekends) or the property may be offered to another applicant.
- The bond payment must be made in cash, bank cheque or money order before the keys to the property shall be handed over. Bank cheques are to be made payable to "Residential Tenancies Bond Authority".

Date										
Where Did You Find The Property	<input type="radio"/>	Office/Rental List	<input type="radio"/>	Internet Site	<input type="radio"/>	Newspaper	<input type="radio"/>	Signage	<input type="radio"/>	Other

1. Property Applying For

Property Address										
Suburb								Postcode		
Lease Term			Months	Rent Per Week			\$			
Proposed Lease Start Date										

2. Applicants

Number of Applicants	Adults			Children							
Occupant 1	Name						Date of Birth				
Occupant 2	Name										
Occupant 3	Name										
Occupant 4	Name										
Do You Have Pets?	<input type="radio"/>	YES	<input type="radio"/>	NO	If Yes, Number?			Breed			

Residential Tenancy Application Form (2/4)

3. Personal Details

Title	<input type="radio"/> Dr	<input type="radio"/> Mr	<input type="radio"/> Mrs	<input type="radio"/> Ms	<input type="radio"/> Miss
First Name		Family Name			
Sex	<input type="radio"/> Male	<input type="radio"/> Female	Date of Birth		
Drivers Licence No.		Alternate ID			
Current Address					
Suburb		Postcode			
Mobile		Other Phone			
Email					
Reason for Wanting To Vacate Current Property					
If Renting Current Rental	\$	Lease Term			
Current Owner/Agent Name		Phone			

4. Previous Address (If less than 3 years at current address)

Address			
Suburb		Postcode	
Rental	\$	Lease Term	
Owner/Agent Name		Phone	
Reason for Vacating			

5. Employment Details (If self employed see Section 7)

Current Employer			
Address of Current Employer			
Manager/HR Contact Name		Phone	
Your Current Position			
Length of Employment		Income PA	\$

6. Previous Employment Details (If less than 3 years with current employer)

Previous Employer			
Manager/HR Contact Name		Phone	
Previous Position		Length of Employment	

Residential Tenancy Application Form (3/4)

7. Self Employed

Name of Organisation			
Type of Business			
Position Held			
Organisation Address			
Contact Phone	ABN	ACN	
Accountant's Name			Accountant's Phone
Anticipated Net Income PA	\$		

8. Student

Place of Study			
Course Being Undertaken			
Student No.	Campus Contact Name	Campus Phone	

9. Next of Kin (Details of relative not living with you)

Full Name			
Address			
Suburb		Postcode	
Relationship To You		Phone	

10. Personal References

Name			
Relationship		Phone	
Name			
Relationship		Phone	
Name			
Relationship		Phone	

Residential Tenancy Application Form (4/4)

Declaration

This is an application to lease this property. The information provided by me is true and correct given by my own free will. I am not a bankrupt.

If successful I agree to rent the property from the property owner on a residential tenancy agreement prepared by the agent pursuant to the Residential Tenancies Act (VIC). I agree to pay the property owner/agent the bond and the first months' rental upon request prior to the commencement of this lease by cash, bank cheque or direct deposit.

This application is subject to the property owner's approval. No action may be taken against the property owner/agent if this application is unsuccessful or upon acceptance should the property be unavailable for occupation on the nominated date for whatever reason.

I authorise the property owner/agent to obtain details of my suitability and credit worthiness from any person, employer, previous agent, company or database. I agree the property owner/agent may disclose any detail of my tenancy arrangement including defaults to any person or organisation the agent reasonably considers has an interest receiving such information.

Privacy Statement

Melbourne Asset Management collects personal information about you. You can ask to access this information by contacting our office.

We collect your personal information to assess the risk in providing you the lease/tenancy of the premises you have requested and for the ongoing management of your tenancy agreement.

To carry out this role when processing your application, during the term of your tenancy and for some time thereafter, we are often required to disclose your personal information to one or more of the following:

- The Property Owner
- The Property Owners's lawyers, mortgagee or insurer
- Referees you have nominated
- Organisations or trades people required to carry out maintenance to the premises
- Rental bond authorities or rent bond insurance providers
- Residential Tenancy Tribunals & Courts
- Mercantile agents
- Other real estate agents & property owners

If your personal information is not provided to us and you do not consent to how we use your personal information, we cannot properly assess the risk to our client, or carry out our duties as professional property managers. Consequently, we then cannot provide you with the lease/tenancy of the premises.

We request that you please sign below to acknowledge that you fully understand the National Privacy Principals and the manner in which your private information may be used.

I acknowledge that I have read and understood this privacy statement

Full Name

Signature

Date

Direct Connect

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
Gas
Phone
Internet
Pay TV

Cleaners
Insurance
Removalist
Truck or van hire
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, our 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 services. 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 services 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 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 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