

# Residential Application Form

For your application to be processed you must answer all questions

## A. AGENT DETAILS

### Haygarth Real Estate

102 Pakington Street  
Geelong West VIC 3218

Phone: (03) 5221 0388

Email: rentals@haygarth.com.au

Web: www.haygarth.com.au

## B. PROPERTY DETAILS

### 1. What is the address of the property you would like to rent?

Postcode

1a. Type of premise (Unit,House/T'house) 1b. Furnished/Unfurnished

1c. No. of bedrooms 1d. Car Space/Garage 1e. Car Space/Garage No.

Yes/No  
(Y/N)

### 2. Lease commencement date?

 Day  Month  Year

### 3. Lease term?

 Years  Months

### 3a. Weekly rent amount

 \$ Per week

### 4. How many tenants will occupy the property?

 Adults  Children  Ages of Children

## C. PERSONAL DETAILS

### 5. Please give us your details

Mr ☐ Ms ☐ Miss ☐ Mrs ☐ Other ☐

Surname Given Name/s

Date of Birth

Driver's licence number

Driver's licence expiry date

Driver's licence state

Passport no.

Passport country

Pension no. (if applicable)

Pension type (if applicable)

### 6. Please provide your contact details

Home phone no.

Mobile phone no.

Work phone no.

Fax no.

Email address

### 7. What is your current address?

Postcode

## D. DISCLAIMER/AUTHORITY

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 in to 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, the tenant, accept the property in the condition it was in when inspected.

I authorise the Agent to obtain personal information about me from:

- (a) The owner or the Agent of my current or previous residences;
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by tenants;
- Any record listing or database of defaults by tenants such as TICA, NTD or TRA for the purpose of checking your tenancy history.

I am aware that I may access my personal information by contacting:

TICA 1902 220 346

NTD 1300 563 826

TRA (02) 9363 9244

I am aware that the Agent will use and disclose my personal information within this application in order to:

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow trades-people 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 check with TICA
- (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. I am aware that I may access personal information on the contact details above.

Signature

Date

## E. APPLICANT HISTORY

### 8. How long have you lived at your current address?

 Years  Months

### 9. Why are you leaving this address?

### 10. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

### 11. What was your previous residential address?

Postcode

### 12. How long did you live at this address?

 Years  Months

### 13. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

Was bond refunded in full?

If not why not?

E. APPLICANT HISTORY (Continued)	
Please answer the following questions:	
Have you ever been evicted by any landlord or agent?	Yes No
Have you ever been refused another property?	
Are you in debit to another landlord or agent?	
Is there any reason that would affect your rent payment?	


F. EMPLOYMENT HISTORY
<b>14. Please provide your employment details</b> What is your occupation? <input type="text"/> Employer's name (inc. accountant if self employed or institution if student) <input type="text"/> Employer's address <input type="text"/> <input type="text"/> Postcode Contact name Phone no. <input type="text"/> <input type="text"/> Length of employment Net Income <input type="text"/> Years <input type="text"/> Months \$ <input type="text"/>
<b>15. Please provide your previous employment details</b> Occupation? <input type="text"/> Employer's name <input type="text"/> Length of employment Net Income <input type="text"/> Years <input type="text"/> Months \$ <input type="text"/>

G. CONTACTS / REFERENCES
<b>16. Please provide a contact in case of emergency</b> Surname Given name/s <input type="text"/> <input type="text"/> Relationship to you Phone no. <input type="text"/> <input type="text"/>
<b>17. Please provide 2 personal references (not related to you)</b> 1. Surname Given name/s <input type="text"/> <input type="text"/> Relationship to you Phone no. <input type="text"/> <input type="text"/> 2. Surname Given name/s <input type="text"/> <input type="text"/> Relationship to you Phone no. <input type="text"/> <input type="text"/>

H. OTHER INFORMATION
<b>18. Car Registration</b> <input type="text"/>
<b>19. Please provide details of any pets</b> Breed/type Council registration / number 1. <input type="text"/> 2. <input type="text"/>

I. PAYMENT DETAILS
<b>Property Rental</b> \$ <input type="text"/> per week Or \$ <input type="text"/> per month First payment of rent in advance \$ <input type="text"/> Rental Bond: \$ <input type="text"/> Sub Total: \$ <input type="text"/> Less: deduct deposit (see below) \$ <input type="text"/> <b>Amount payable on signing tenancy agreement (bank cheque or money order only)</b> \$ <input type="text"/>

J. 100 POINTS OF I.D.
• Drivers License/Passport 30 points • Tenancy Ledger 30 points • Bank Statement (2 months) 15 points • Current 2 payslips/Centrelink income statement/if business, 2 year tax return 15 points • Medicare/Healthcard 15 points • Utility Bill 15 points

FREE UTILITY CONNECTIONS
 <div>           Telephone: 1300 400 600            Fax: 1300 326 468            www.yourporter.com.au         </div> <p>YourPorter is a FREE service connecting utilities and other services. If the Agent approves this application, YourPorter will connect your water, where permitted, for the purpose of usage charges at your new property on behalf of the Real Estate Agent. YourPorter will be contacting you by phone, SMS, or email for the purposes of assisting you to connect your utilities within 24 hours of receiving this application for next business day connection.</p> <div> <input type="checkbox"/> Electricity           <input type="checkbox"/> Gas           <input checked="" type="checkbox"/> Water         </div> <div> <input type="checkbox"/> Telephone           <input type="checkbox"/> Pay TV           <input type="checkbox"/> Internet         </div> <div> <input type="checkbox"/> Car Insurance           <input type="checkbox"/> Home &amp; Contents           <input type="checkbox"/> Health Insurance         </div> <div> <input type="checkbox"/> Life Insurance           <input type="checkbox"/> Home Loans         </div> <p><b>DECLARATION AND ACCEPTANCE:</b>            I/We consent to the disclosure of this application form (including any personal information contained in this form) to YourPorter Pty Ltd (ABN 36 252 576 050) for the purpose of allowing YourPorter and its service providers to contact me for the connection of services as offered by YourPorter.            I/We acknowledge that if I/We do not provide my/our personal information, YourPorter will not be able to provide these services to me/us. YourPorter will ensure that my/our personal information is collected, used, held and disclosed in accordance with the requirements of the Privacy Act 1988 (Cth).            I/We acknowledge that YourPorter, and the Agent, may receive a benefit in relation to the connection of any of the services listed above. I/We consent to YourPorter contacting me by phone or SMS in relation to the connection of the services listed above. I/We acknowledge that this consent permits YourPorter to contact me even if the numbers listed on this application are listed on the Do Not Call Register. YourPorter will otherwise collect, hold, use and disclose personal information in accordance with their privacy policies, which are available at <a href="http://www.yourporter.com.au/general/privacy-policy/">www.yourporter.com.au/general/privacy-policy/</a>. YourPorter is a free service, but I/We acknowledge that standard connection fees may apply for services connected (in addition to the ongoing service fees).            I/We acknowledge that neither YourPorter nor the Agent accept any responsibility for any delay in or failure to arrange or provide for any connection of a service or for any loss, damage, cost or expense in connection with such delay or failure. By signing this application, I/We understand YourPorter is a value add product and that I/We are under no obligation to use YourPorter.</p> <div>           Signature <input type="text"/> Date <input type="text"/> </div>