



Tenancy Application Form

Address of Property: _____

Rental Per Week: \$ _____ Bond: \$ _____

Move in Date Required:/...../... Lease Preferred: 6 Months () 12 Months () 2 Years ()

PLEASE ENSURE THE FOLLOWING ARE ATTACHED: Copy of Drivers License, Proof of Income

TENANT NO. 1

Full Name: _____ Date of Birth:/...../.....

Home No: _____ Work No: _____ Mobile: _____

Email: _____ Drivers License No. _____ Car Rego: _____

Elders preferred method of payment is by direct deposit

I AGREE TO MAKE RENTAL PAYMENTS BY DIRECT DEPOSIT YES/NO

CURRENT ADDRESS _____

Present Landlord/Agents Name: _____ Phone No: _____

Rent Paid Per Week: \$ _____ How long at Property: _____

Reason for leaving: _____

PREVIOUS RENTAL ADDRESS

Address: _____

Landlord/Agents Name: _____ Phone No: _____

Rent Paid Per Week: \$ _____ How long at Property: _____

EMPLOYMENT DETAILS (Please attach a copy of your payslip, Centrelink Statement or other proof of Income)

Occupation: _____ Employer Name: _____ Contact No: _____

Full Time () Part Time () Casual () Length of Employment: _____ Income per week: \$ _____

REFERENCES

Please provide the names and phone numbers of three references, written references will also be accepted but not necessary. Please do not include family members, bosses, managers, friends or current landlords or property managers as references as they will already be used as references based on other information you have provided.

Name and Relationship to You:	Phone:
1. _____	_____
2. _____	_____
3. _____	_____

NEXT OF KIN (In case of an Emergency)

Full Name: _____ Relation to You: _____

Address: _____ Contact No's: _____

TENANT NO. 2

Full Name: _____ Date of Birth:/...../.....
Home No: _____ Work No: _____ Mobile: _____
Email: _____ Drivers License No. _____ Car Rego: _____

Elders preferred method of payment is by direct deposit

I AGREE TO MAKE RENTAL PAYMENTS BY DIRECT DEPOSIT YES/NO

CURRENT ADDRESS

Present Landlord/Agents Name: _____ Phone No: _____
Rent Paid Per Week: \$ _____ How long at Property: _____
Reason for leaving: _____

PREVIOUS RENTAL ADDRESS

Address: _____
Landlord/Agents Name: _____ Phone No: _____
Rent Paid Per Week: \$ _____ How long at Property: _____

EMPLOYMENT DETAILS (Please attach a copy of your payslip, Centrelink Statement or other proof of Income)

Occupation: _____ Employer Name: _____ Contact No: _____
Full Time () Part Time () Casual () Length of Employment: _____ Income per week: \$ _____

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Name and Relationship to You:	Phone:
1. _____	_____
2. _____	_____
3. _____	_____

NEXT OF KIN (In case of an Emergency)

Full Name: _____ Relation to You: _____
Address: _____ Contact No's: _____

OCCUPATION OF PREMISES

No. of Adults: _____ No of Children and Ages: _____
Do you have any Pets? Yes () No () Are the Pets kept inside or out? Please detail _____
If yes, please State the Breed of Pet: _____

This property is offered subject to the owner's approval and no action shall be taken by the applicant against the landlord or the agency should any circumstances arise whereby the property is not available for occupation on the due date.
I/We declare that the information supplied is true and correct & I give permission for Elders Real Estate to confirm all the details on this application and perform all necessary credit checks and to prove any details as necessary to any of the following parties as required now and throughout the tenancy (if necessary). If I/we are successful with this application all tradespeople for maintenance purposes, VCAT, Tenancy Information Centre Australia (TICA), National Tenancy Database (NTD), debt collection agencies, solicitors and the owner of the property. This information collected may be disclosed to Tenancy Data Base Organisations or other parties seeking a reference from us.
Please sign & acknowledge acceptance of the above.
This is a tenancy application form. Its purpose is to identify potential tenants. This form is not nor does it form any part of a Tenancy Agreement.
Should your application be successful your rights and obligations and those of the landlord will be governed by the Residential Tenancies Act 1980.

1 Sign: _____ # 2 Sign: _____ Date: ____/____/____



Real Estate

PRIVACY STATEMENT - Privacy Act 1988

Elders Real Estate Bendigo respects your right of privacy. As an organisation which discloses personal information to third parties for a benefit, service or advantage we are bound by the National Privacy Principles contained in the Privacy Act 1988. Those Principles regulate most of our activities with respect to personal information collected, stored, used and disclosed by us. However, the activities of all organisations directly relating to personal information of current or former employees contained in employee records are not covered by the Principles.

In our agency business we use personal information collected from you for the purpose for which it was collected, which is to act as your agent and to perform our obligations under our agreement with you.

We may disclose this information to other parties as required to perform our duties under our agreement, to achieve the other purposes specified above or as otherwise allowed under the Privacy Act 1988.

Real Estate and tax law require some of this information to be collected. If the information is not provided, we may not be able to act on your behalf effectively or at all.

Personal information collected by us in the course of a tenancy application and any subsequent tenancy matter is necessary for us to verify your identity, to prove and evaluate your application and to manage the tenancy. Personal information about you collected in the application and during the course of the tenancy, including through property inspection reports may be disclosed to other parties as permitted by the Privacy Act 1988 including to the landlord, referees, other agents and operators of tenancy reference databases. Information already held on tenancy reference databases may also be disclosed to us. If you fail to comply with your obligations under the tenancy agreement, the fact may also be disclosed to the landlord, other agents and operators of tenancy reference databases.

If this information is not provided, we may not be able to process your application and manage the tenancy.

We use personal information collected from you during the open inspections for security purposes. We may also use that information to contact you with respect to this property and other which we believe may interest you, and in providing the information to agree to this use unless you advise us differently. If the information is not provided, we may not be able to provide an effective service to you. Other than in the circumstances allowed under the Privacy Act 1988, we do not disclose information of this kind to other parties.

If you would like to contact us or access this information you can do so by contacting us at 46 Queen Street, Bendigo, phone: (03) 5443 1744, fax: (03) 5443 4074 or by email: rentals@eldersbendigo.com.au. You can also correct this information if it is inaccurate, incomplete or out of date.

Name: _____ Signature: _____ Dated: _____



Elders Real Estate



Direct Connect – a free service that connects your utilities

Once we have received this application we 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 the information on this application and explain the details of the services offered. Direct Connect is a one stop utility connection service.

Please tick utilities required:

Electricity ☐

Gas ☐

Phone ☐

Water ☐

DECLARATION AND EXECUTION: By signing this application I/We consent to Direct Connect arranging for the connection and disconnection of the nominated utility services and to provide information contained in this application to utility providers for this purpose; acknowledge having been provided with terms and conditions of supply of Direct Connect and having read and understood them together with the Privacy Collection Notice set out below; declare that all the information contained in the application is true and correct and given of my own free will; expressly authorise Direct Connect to provide any information disclosed in the application to a supplier or potential supplier of the services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the services; consent to Direct Connect contacting me by telephone or sms in relation to the marketing or promotion of all the services listed under the heading "utility connection" above even if I/we have not applied for the connection of these services in this application. This consent will continue (for a period of 1 year from the date of my/our execution of the application/until (28) days after I/we disconnect the last of the services in respect of which this application is made); acknowledge that his consent will permit Directconnect to contact me/us even if the telephone numbers listed on this application form are listed on Do Not Call Register; understand that under the requirements of the Privacy Act 1988. Direct Connect will ensure that all personal information obtained about me/us will be appropriately collected, used, disclosed and transferred and will be stored safely and protected against loss, unauthorised access, use, modification or disclosure and any other misuse; authorise the obtaining of a National Metering Identifier(NMI) for my residential address to obtain supply details; consent to Direct Connect disclosing my/our details to utility providers (including my/our NMI and telephone number); declare and undertake to be solely responsible for all amounts payable in relation to the connections and /or supply of the services and hereby indemnify Direct Connect and its officers, servants and agents and hold them indemnified against any charges whatsoever in respect of the services; acknowledge that, to the extent permitted by law, Direct Connect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of these services or any act of omission by the utility provider or for any loss caused by or in connection with any delay in connection, disconnection or provision of, or failure to connect or disconnect or provide, the nominated utilities; acknowledge that, whilst Direct Connect is a free service I/we may be required to pay standard connection fees or deposits required by various utility providers; acknowledge that the Services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated utility providers bind me/us and that after hours connections may incur additional service fees from utility providers; acknowledge that the real estate agent listed on this application form may receive a benefit from Direct Connect in connection with the provision of the service being provided to me/us by Direct Connect and acknowledge that entitlement of Direct Connect and its associates, agents and contractors, to receive a fee or remunerations from the utility provided and that such fee or remunerations will be refunded to me as a rebate in connection with the provision of the utility connection services.

By signing this application form, I warrant that I am authorised to make this application and to provide the consents, acknowledgements, authorisations and other undertakings set out in this application form on behalf of all applicants listed in this application form.

Property address: _____

Name: _____ **Phone:** _____ **Date:** _____

Date of occupation: _____ **Signature:** _____