

APPLICATION FOR RESIDENTIAL TENANCY

Residential Tenancies Act

Rental Property Details

Property _____

Available Date ____ / ____ / ____

Tenancy Term _____

Note : The **Personal Information Form** must also be submitted by each Proposed Tenant with this Application

Tenant 1 ☐ Personal Information Form attached or ☐ Personal Information Form already supplied

Full name _____

Phone work _____ Home _____

Mobile _____ Email _____

Tenant 2 ☐ Personal Information Form attached or ☐ Personal Information Form already supplied

Full name _____

Phone work _____ Home _____

Mobile _____ Email _____

Tenant 3 ☐ Personal Information Form attached or ☐ Personal Information Form already supplied

Full name _____

Phone work _____ Home _____

Mobile _____ Email _____

Number of persons proposed to occupy the Property Adults _____ Children / Ages _____

Rental Details

Rental \$ _____ per week

First payment of rent in advance \$ _____

Bond equivalent of 4 weeks rent \$ _____

Other \$ _____

Amount payable on signing Tenancy Agreement \$ _____

Tenant's Details

1 I/we apply for the tenancy above.

2 Pets Type of Pet _____ Breed _____ Number _____ Age _____

Type of Pet _____ Breed _____ Number _____ Age _____

3 I/we have or will need a residential tenancy bond from a State Government Dept? ☐ Yes ☐ No

If Yes, \$ _____ Branch _____

4 Special conditions requested and or my special needs

Note: The landlord is not obliged to accept any of your requests or requirements for special conditions.

Tenant's Acknowledgements

- 5 None of us are bankrupt and all of the information supplied in this Application is true and correct and is not misleading in anyway and we will bring any information relevant to the landlord's attention.
- 6 I/we acknowledge that we will accept possession of the premises in the condition it is as at the date of inspection.

If you are advised the Application is Successful - it is still not binding unless all matters are finalised as below

- 7 I/We acknowledge if the application is successful the landlord will provide a proposed Residential Tenancy Agreement which I/we must then sign or decline and a Tenancy Agreement is only operative and binding if I/we sign the Residential Tenancy Agreement and return all the document to the Property Manager in the required time, and pay in immediately in full the required rent and bond and **an Agreement will only operate once the Landlord signs it** or advises their acceptance. If these things are not done within the time stipulated and or not accepted by the landlord then no Agreement will arise and the landlord may let the property elsewhere. Time is of the essence.

Name Tenant 1 _____

Signature – Tenant 1

Date

Name Tenant 2 _____

Signature – Tenant 2

Date

Name Tenant 3 _____

Signature – Tenant 3

Date

ACKNOWLEDGEMENT and CONSENT

We agree and the parties all acknowledge and consent to either of them or their attorneys and representatives signing this form and any agreements and notices (in relation to the tenancy agreement or under the Act) by electronic and/or digital signatures under the *Electronic Transactions Act (Cth* and the relevant State Act) and delivering this form and any application and notices by email.

OFFICE USE ONLY

Tenant 1	<input type="checkbox"/> Personal Details with Verification of Identity received	Date	/	/
Tenant 2	<input type="checkbox"/> Personal Details with Verification of Identity received	Date	/	/
Tenant 3	<input type="checkbox"/> Personal Details with Verification of Identity received	Date	/	/
References	<input type="checkbox"/> Yes <input type="checkbox"/> No	Previous Agent called	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Employment	<input type="checkbox"/> Yes <input type="checkbox"/> No	Tenancy Agt Signed	<input type="checkbox"/> Yes	<input type="checkbox"/> No
ID verified	<input type="checkbox"/> Yes <input type="checkbox"/> No	Database check	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Rent Paid	<input type="checkbox"/> Yes <input type="checkbox"/> No	Bond	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Accepted	<input type="checkbox"/> Yes <input type="checkbox"/> No	Bond Lodged	Date	/ /

Comments:

Residential tenancy application

Important Information

Please read this before completing the *Residential tenancy application form*.

Note: Enter text in spaces provided only. This form will be invalid if you remove or change any questions or other text.

Information for landlords and applicants

- This form is designed to help the landlord or real estate agent choose who will rent the nominated premises.
- This form is not, nor does it form any part of, a tenancy agreement. The rights and obligations of tenants and landlord are governed by the *Residential Tenancies Act 1997*.
- Applicants must be considered in accordance with the *Equal Opportunity Act 1995*. There must be no discrimination based on: age, sex, marital, parental or carer status, pregnancy, sexual orientation, disabilities, physical features, race, religious, political or industrial activities or beliefs or personal association with someone else who may be treated unfairly on the basis of any of the above.
- No fees can be charged for this application.
- Information supplied on this form is strictly confidential. Landlords/agents may use it to perform a rental history check but cannot provide it to any third party unless they have written approval from the applicant.
- If this application is unsuccessful, this form and any copies will be destroyed.
- If you need help with this application, call the Consumer Affairs Victoria Helpline on 1300 55 81 81 or visit consumer.vic.gov.au/renting

Information for applicants

- Each prospective tenant should complete a *Residential tenancy application form*.
- You should contact the landlord/agent two business days after lodging your application to see if you were successful.
- If the application is successful, you will be required to:
 - produce a driver's licence or passport for identification purposes
 - pay one month's rent in advance
 - pay the bond amount listed on this form
 - complete a *Residential tenancy agreement* and *Condition report*.
- The landlord is responsible for giving the relevant water corporation your details for billing purposes. It is your responsibility to have all other services (such as telephone, gas and electricity) connected in your name, to coincide with your date of occupation.
- It is also your responsibility to insure your possessions. The landlord's insurance policy does not cover your possessions.

Telephone Interpreter Service

If you have difficulty understanding English, contact the Translating and Interpreting Service (TIS) on 131 450 (for the cost of a local call) and ask to be put through to an Information Officer at Consumer Affairs Victoria on 1300 55 81 81.

Arabic

إذا كان لديك صعوبة في فهم اللغة الإنكليزية، اتصل بخدمة الترجمة التحريرية الشفوية (TIS) على الرقم 131 450 (بكلفة مكالمات محلية) واطلب أن يوصلوك موظف معلومات في دائرة شؤون المستهلك في فيكتوريا على الرقم 1300 55 81 81.

Turkish İngilizce anlamakta güçlük çekiyorsanız, 131 450'den (şehi içi konuşma ücretine) Yazılı ve Sözlü Tercümanlık Servisini (TIS) arayarak 1300 55 81 81 numaralı telefondan Victoria Tüketici İşleri'nin aramalarını ve sizi bir Danışma Memuru ile görüşturmelerini isteyiniz

Vietnamese Nếu quý vị không hiểu tiếng Anh, xin liên lạc với Dịch Vụ Thông Phiên Dịch (TIS) qua số 131 450 (với giá biểu của cú gọi địa phương) và yêu cầu được nối đường dây tới một Nhân Viên Thông Tin tại Bộ Tiêu Thụ Sự Vụ Victoria (Consumer Affairs Victoria) qua số 1300 55 81 81.

Somali Haddii aad dhibaato ku qabto fahmida Ingiriiska, La xirii Adeega Tarjumada iyo Afcelinta (TIS) telefoonka 131 450 (qiimaha meesha aad joogto) weydiisuna in lagu xiro Sarkaalka Macluumaadka ee Arrimaha Macmillaha Fiktooriya tel: 1300 55 81 81

Chinese 如果您聽不大懂英語，請打電話給口譯和筆譯服務處，電話：131 450 (祇花費一個普通電話費)，讓他們幫您接通維多利亞消費者事務處 (Consumer Affairs Victoria) 的信息官員，電話：1300 55 81 81

Serbian Ако вам је тешко да разумете енглески, назовите Службу преводилаца и тумача (Translating and Interpreting Service - TIS) на 131 450 (по цену локалног позива) и замолите их да вас повежу са Службеником за информације (Information Officer) у Викторијској Служби за потрошачка питања (Consumer Affairs Victoria) на 1300 55 81 81.

Amharic ከግላገዝኛ ቋንቋ ስምረት ችግር ካለብዎ የአስተርጓሚ አገልግሎት (TIS) በስልክ ቁጥር 131 450 (በአካባቢ ጥሩ ሂሳብ) በመደወል በስክፋፍ ደገፍቶ ጉዳይ ጽ/ቤት በስልክ ቁጥር 1300 55 81 81 ደውሎ ስምረጃ አቀራ ሠራተኞች ጋር አገዳያዊ ምጠየቅ።

Dari

گر شما مشکل دانستن زبان انگلیسی دارید، با اداره خدمات ترجمانی تحریری شفاهی (TIS) به شماره ۱۳۱ ۴۵۰ به قیمت مخابره محلی تماس بگیرید. بخواهید که شما را به کارمند معلومات دفتر امور مراجعین ویکتوریا به شماره ارتباط دهد. ۱۳۰۰ ۵۵ ۸۱ ۸

Croatian Ako ne razumijete dovoljno engleski, nazovite Službu tumača i prevoditelja (TIS) na 131 450 (po cijeni mjesnog poziva) zamolite da vas spoje s djelatnikom za obavijesti u Consumer Affairs Victoria na 1300 55 81 81.

Greek Αν έχετε δυσκολίες στην κατανόηση της αγγλικής γλώσσας, επικοινωνήστε με την Υπηρεσία Μετάφρασης και Διερμηνείας (TIS) στο 131 450 (με το κόστος μιας τοπικής κλήσης) και ζητήστε να σας συνδέσουν με έναν Υπάλληλο Πληροφοριών στην Υπηρεσία Προστασίας Καταναλωτών Βικτώριας (Consumer Affairs Victoria) στον αριθμό 1300 55 81 81.

Italian Se avete difficoltà a comprendere l'inglese, contattate il servizio interpreti e traduttori, cioè il "Translating and Interpreting Service" (TIS) al 131 450 (per il costo di una chiamata locale), e chiedete di essere messi in comunicazione con un operatore addetto alle informazioni del dipartimento "Consumer Affairs Victoria" al numero 1300 55 81 81.