



Directors: Allan Barrett, Gail Barrett & Wayne Barrett
ABN: 65120149760
125 Percy Street, Portland VIC 3305
www.portlandseaview.com.au



Officer in effective control: A. K. Barrett
MEMBERS OF THE REIV
P: (03) 5523 3822 F: (03) 5523 3386
reception@portlandseaview.com.au

Tenancy Application Form

PROPERTY DETAILS:

Address of Property: _____ Lease term: _____
Lease commencement Date _____ No:Adults() No:Children() Ages: _____

PERSONAL DETAILS:

Given Name(s) _____ Surname _____
Date of Birth: _____
Current Address: _____
Home Phone: _____ Work Phone: _____ Mobile: _____
Email: _____
Drivers License No: _____ Drivers License State: _____
Passport No: _____ Passport Country: _____

NEXT OF KIN(Not Living With You):

Given name(s) _____ Surname: _____
Relationship: _____
Address: _____
Phone: _____ Mobile: _____ Email: _____

CURRENT TENANCY DETAILS:

Length of time at current address: _____ Rent Paid(week) \$ _____
Reason for leaving: _____
Name of Agent/Landlord: _____ Phone: _____

PREVIOUS RENTAL HISTORY:

Previous Address _____
Length of time at this address: _____ Rent Paid(week)\$ _____
Name of Agent/Landlord: _____ Phone: _____
Bond refunded in full: Y / N If no, why not? _____

CURRENT EMPLOYMENT:

Occupation:	Current Employer:
Employers Address:	
Contact Name(Payroll/Manager)	Phone:
Length of Employment:	Net Income(week):

SELF EMPLOYMENT DETAILS:

Company Name	Business type:
Business Address:	
Position Held:	A.B.N.
Accountant Name:	Phone:
Net Income \$ (week/ month/ per annum)	

PREVIOUS EMPLOYMENT:

Occupation:	Employer Name:
Employer Address:	
Contact Name:	Phone:
Length of employment:	Net Income (week) \$

REFEREES: (Not related to **you**- or your partner)

Referee Name:	Relationship:
Phone:	Mobile:
Referee Name:	Relationship:
Phone:	Mobile:

PLEASE ANSWER THE FOLLOWING:

Have you ever had a VCAT hearing lodged against you?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
Have any of your previous tenancies been terminated?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
Are you in arrears or have debt owing to another lessor or Agent?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
Is there an existing reason that may affect your rent payment?	<input type="checkbox"/> No	<input type="checkbox"/> Yes

If, yes, please provide details:

OTHER INFORMATION:

Car Registration:	
Please provide details of any pets & complete the pet application form included	
Breed/Type	Council Registration:
Breed/Type	Council Registration:

PLEASE NOTE:

Initial payments must be made by EFT or bank account deposit within 24 hours after approval of application. No personal cheques accepted.

I acknowledge that my application is subject to the owner's approval and the availability of the premises on the due date. No action will be taken against the Landlord or Agent if the applicant is unsuccessful or upon acceptance should the premises not be ready for occupation on this date, for whatever reason.
I accept that rental amounts are subject to change by providing the required notice.

DISCLAIMER:

1. During my inspection of the property I found it to be in relatively clean condition OR
2. I believe the following items should be attended to prior to my tenancy commencing. I acknowledge that these items are subject to the owner's approval.


HOW DID YOU FIND OUT ABOUT THIS PROPERTY?

- ☐ Counter List ☐ Web-site ☐ Local Paper ☐ Other

IDENTIFICATION: 100 Points

The following Identification has been photocopied and is attached to this application

<i>Please Provide the following documents</i>	Score	Tick
Passport	70	
Citizen Certificate (Original or Certified Copy)	70	
Birth Certificate (Original or Certified Copy)	70	
Licence issued under law (e.g.Driver's licence, firearms licence)	40	
Current Tertiary Education ID (with photo)	40	
Current Centrelink Card	40	
Written Reference signed by an officer from a financial body where you have been a customer For more than 12 months or more	40	
Rates Notice	35	
Letter from employer (Dated within the last 2 years) confirming Name & Address	35	
Credit/ Debit cards/ Passbooks (Only one per institution)	25	
Medicare Card/ Electricity/ Water Bill/ Rates Notice/ Telephone Account	25	
Membership Card- Club, Trade, Union, professional body, educational institution	25	



We get things sorted.

PH: 1300 554 323 | Fax: 1300 889 598 | info@connectnow.com.au | connectnow.com.au

Moving home has never been easier

Connectnow is dedicated to helping you move home more easily. We can connect your utilities including electricity, gas, phone, internet and pay TV to a broad choice of leading providers. We can also organise your disconnections and offer a range of additional services, such as cleaning and food services, removalists and vehicle hire. What's more, you pay no extra charges as a result of using the connectnow service. We will make all reasonable efforts to contact you within 1 working day of receiving this application to explain the details of the services offered. If we are unable to contact you within this period please call 1300 554 323 to ensure your services can be addressed by the required date

DECLARATION AND EXECUTION/PRIVACY NOTICE: By signing this application and ticking the "YES" box below, I: consent to the collection of my personal information by Connectnow Pty Ltd (ABN 79 097 398 662) ("connectnow") for the purposes of contacting me to talk about arranging the connection and disconnection of moving and utility services and related services and to inform me about other products and services that may compliment my home/lifestyle needs; consent to the disclosure by connectnow of my personal information contained in this application to other parties, including the relevant third party service providers, connectnow's related companies and third parties who provide connectnow with services in connection with the ordinary operation and administration of connectnow's business or where otherwise required or authorised by law; understand that protecting my privacy is important to connectnow and that I can obtain further details about how connectnow manages my personal information, including how I may access and seek correction of my personal information, how I may complain about a breach of my privacy and how connectnow will deal with that complaint, by viewing connectnow's Privacy Policy at www.connectnow.com.au or contacting their Privacy Officer at info@connectnow.com.au; understand that whilst connectnow is unlikely to disclose my personal information to recipients located overseas, connectnow is not responsible for the privacy practices of any third party service providers, and accordingly, I accept that it is my responsibility to check the privacy policies of the relevant service providers if I wish to obtain further information about how they manage personal information (including whether or not they are likely to disclose such information to overseas recipients); understand that my consent to receive such marketing materials will continue until I opt-out by contacting info@connectnow.com.au; understand that the connection and disconnection of moving and utility services and related services (collectively referred to as "the nominated services") will only be initiated once a connectnow representative has discussed the details with me and obtained my consent to the terms and conditions of supply of the relevant service providers; acknowledge that, to the extent permitted by law, neither connectnow nor my real estate agent accepts liability for loss caused by delay in, or failure to, connect and disconnect or provide the nominated services; acknowledge that the nominated services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated service providers bind me and that after hours connections may incur additional service fees from utility providers; authorise the obtaining of a National Metering Identifier or a Metering Installation Registration Number for my residential address to obtain supply details; understand that it is the responsibility of the customer/homeowner to ensure that the electricity main switch is in the 'Off Position' for the required timeframe on the day of connection of the nominated utility services and that there is easy access to the meters; understand that connectnow may be paid a fee by the service provider and may pay a fee to a real estate agent in respect of the provision of the services provided to me by connectnow. By signing this application form, I warrant that I am authorised to make this application and to provide the consents, acknowledgements and other undertakings set out in this application form on behalf of all applicants listed on this application form. Where I have nominated an alternative contact person on this application, I authorise connectnow to speak to them about my move and connection and disconnection needs if connectnow is unable to contact me directly.

☐ **Yes, I consent to connectnow contacting me to organise my Wannon Water, move home services and other products and services to suit my home or lifestyle needs.**

Signed:_____

Date:_____

PM/ID: 23676

DECLARATION:

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 into a Residential Tenancy Agreement. I acknowledge that I will be required to pay the following amounts:

\$..... rent per week

First payment of rent in advance \$..... (2 Weeks to be paid in advance)

Rental Bond \$.....(One months rent calculated as weekly rental x 52 / 12)

I acknowledge that this application is subject to the approval of the owner/Landlord. I declare that all information contained in this application 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
- Any record listing or database of defaults by tenants:

If I default under a rental agreement, I agree that 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 that the agent will use and disclose my personal information in order to :

- Communicate with the owner and select a tenant
- Prepare lease/tenancy documents
- Allow tradespeople or equivalent organisations to contact me
- Lodge/claim/transfer to/from a Bond Authority
- Refer to Tribunals/Courts & Statutory Authorities (where applicable)
- Refer to collection agents/lawyers (where applicable)
- Complete a credit check with National Tenancies Database
- ***Transfer water account details into my name via Connectnow - I agree to ConnectNow contacting me in this regard***

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.

Please note: a \$50 charge will occur if application is withdrawn without 48 hours notice

..... Signature Date

..... Applicant Full Name

Seaview Paperwork checklist	Date.	Initial
Referees contacted		
Employment confirmed		
Landlord/Owner contacted		
Tenant Application Accepted/Declined		
Lease period months approved		
Pets Discussed and approved/declined by landlord/owner		
Pet Approval received in writing from Owner		
ConnectNow- water connection		



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Pet Application and Agreement

This form is to be completed when applying for a pet to be at your rental property.

This is not an approval letter until signed & accepted by the owner of the property

Property Address:

Tenant Name:

Tenant Name:

Pet Details:

Type of Pet: Name:

Breed: Age:

Description:

Vaccinated: Yes ☐ No ☐ Micro-chipped: Yes ☐ No ☐ Council Registration Number:

Pet Details:

Type of Pet: Name:

Breed: Age:

Description:

Vaccinated: Yes ☐ No ☐ Micro-chipped: Yes ☐ No ☐ Council Registration Number:

****A PHOTO OF EACH PET MUST BE PROVIDED WITH YOUR TENANCY APPLICATION FORM****

I (The Applicant/s) request the consent of the Property Owner/Managing Agent to keep the above detailed pet/s on the property. I/We have read and agreed to the terms on page 2.

Signed: Signed:

Date: / / Date: / /

Terms under which a pet may be allowed to be kept on a rental premises:

1. At NO times is the pet allowed in any part of the house except the garage.
2. All animal faeces shall be regularly collected and removed from the property. No such matter shall be placed in a compost bin, garden bed or any other location on the property.
3. The pet shall be restricted to the property and shall not be allowed to wander from the property.
4. The granting of permission for a dog/cat to be kept in no way obliges the property owner to improve or create any fencing necessary for keeping the pet on the property.
5. The pet shall not create a nuisance such that amounts to interfering with the quiet enjoyment of neighbouring properties.
6. When vacating the premises the tenant agrees to :
 - a) restore any impact to the property caused by kennelling or exercising the pet
 - b) treat the inside of the house with flea bombs or some other method for the treatment of fleas.Receipts for same shall be provided to Portland Seaview Real Estate upon vacate.
7. The tenant/s acknowledge that they are liable for any damage to the property caused by the pet and shall pay immediately for any costs incurred to rectify the damage.
8. The tenant/s acknowledge that in the event of a breach of this agreement the property owner/managing agent may withdraw any consent it has given for keeping a pet.

Application Result:

☐ Approved

☐ Declined

The property owner/s agrees for (no.) (type ie: cat/dog) to be kept at the property and acknowledges the terms in which a pet/s may be kept at the property.

Signed:.....

Signed:.....

Date:...../...../.....

Date:...../...../.....

Staff use Only:

Date

Initial

Tenant signed pet application		
Owner advised		
Owner signed approval		
Tenant advised approved/declined		
Included on Lease Agreement		