

Chisholm&Gamon



Rental Application

Elwood

90 Ormond Road,
Elwood VIC 3184

Phone 03 9531 1245

Fax 03 9531 3748

Port Melbourne

1/103D Bay Street,
Port Melbourne VIC 3207

Phone 03 9646 4444

Fax 03 9646 3311

info@chisholmgamon.com.au

Residential Tenancy Application

For your application to be processed you must answer all questions (including the reverse side).



A. AGENT DETAILS

CHISHOLM & GAMON PROPERTY PTY LTD

Elwood

90 Ormond Road, Elwood VIC 3184 Phone: 03 9531 1245 Fax: 03 9531 3748

Port Melbourne

1/103D Bay Street, Port Melbourne VIC 3207 Phone: 03 9646 4444 Fax: 03 9646 3311

Email: info@chisholmgamon.com.au

B. PROPERTY DETAILS

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

Postcode

2. Lease commencement date? 3. Lease term?

Years

Months

4. Weekly Rental Bond

\$

\$

5. How many people will be staying at the property?

Adults

Children

Ages:

6. Please provide details of any pets.

Breed/Type

Council registration number

Property Manager

C. PERSONAL DETAILS

7. Title Dr Mr Mrs Ms

Surname

First name

Date of birth

Sex

Driver's licence number

Driver's licence state

Passport number

Passport country

Make & Model of Vehicle

Vehicle registration no. / state

8. Please provide your contact details.

Home phone number

Mobile phone number

Work phone number

Fax number

Email address

9. Please provide details of your next of kin.

Surname

First name

Home phone number

Mobile phone number

Address

Postcode

Relationship to you

D. UTILITY CONNECTIONS

connectnow.

P: 1300 554 323 | F: 1300 889 598

E: info@connectnow.com.au

W: connectnow.com.au

We get things sorted.

Moving made easier

Connectnow makes moving easier for you by sorting your essential home moving needs quickly and easily in one simple phone call. Our services include electricity, gas, internet, pay TV, home phone connections and much more. Plus, our home moving service is free – it's our way of ensuring your move is as seamless as possible.

We'll attempt to contact you within 1 working day of receiving this application to provide you with our connection service. If you don't hear from us, please call 1300 554 323 to ensure your services are connected.

PRIVACY CONSENT AND TERMS. By signing this form you consent and agree to the following:
Connect Now Pty Ltd (ABN 79 097 398 662) ("connectnow") will collect, use and disclose your personal information to contact you (including electronically) about providing moving, connection and disconnection services and to inform you about products and services offered by its related companies and third-party suppliers. These other companies may also use your details to contact you directly about their products and services. See connectnow's Privacy Policy for further details, including your rights to access and correct the information held about you at connectnow.com.au. Third-party service providers (who may transfer your data overseas) may have their own Privacy Policy, which you can request from them. You consent to connectnow continuing to market to you unless you opt out, including by emailing info@connectnow.com.au. To the extent permitted by law and except where expressly guaranteed, connectnow are not responsible or liable for delayed or failed connections or the service providers' connection charges, which you must pay to them directly. Connectnow may receive commissions or fees from your selected retailer(s), and your real estate agent may also receive commissions or fees from connectnow, in each case for arranging provision of the requested services. The value of commissions or fees may vary from time to time and may differ depending on which retailer is selected. If you nominate an alternative contact person on this application, you authorise them to act on your behalf to arrange moving, connection and disconnection services, including accepting third-party terms. You warrant that you are authorised to make this application on behalf of all applicants and alternative contact persons listed and that each person has consented and agreed to the handling of their personal information on the same terms as you have.

☐ Yes, I accept the Terms, please call me to connect my services.

Signed: Date:

E. DECLARATION OF APPLICANT

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 Tenancies Agreement pursuant to the Residential Tenancies Act 1997.
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 authorise the Agent to obtain personal information from:
(a) the owner or the Agent of my current or previous residence;
(b) my personal referees and employer/s;
(c) any record, listing or database of defaults by tenants;
If I default under a rental agreement, 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:
(a) communicate with the owner and select a tenant
(b) prepare lease/tenancy documents
(c) allow organizations/tradespeople to contact me
(d) lodge/claim/transfer to/from the Residential Tenancies Bond Authority
(e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
(f) refer to collection agents/lawyers (where applicable)
(g) complete a credit check with NTD (National Tenancies Database Phone 1300 563 826 – Email info@ntd.com.au)
(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 have read, understood and agree to the Tenant Privacy Statement set out on page 2 of this application.
☐ I/we have inspected the premises and am/are satisfied & accept the condition of the property.
☐ I acknowledge that I have read and understood this privacy statement.
Print Name Date
Signature

F. APPLICANT RENTAL HISTORY

10. What is your current address?

Postcode

11. How long have you lived at your current address?

Years

Months

12. Why are you leaving this address?

13. Is the property at this address:

☐ Rented ▶ Go to question 14

☐ Owned ▶ Go to question 15

☐ Other - Please provide details

14. Please tell us about this rented property.

Name of agent

Landlord/agent's address

Landlord/agent's phone number

Weekly rent paid

\$

Has your bond been refunded?

☐ YES

☐ NO

If NO, why?

15. What was your previous residential address?

16. How long did you live at this address?

Years

Months

17. Why did you leave this address?

18. Was this property:

☐ Rented ▶ Go to question 19

☐ Owned ▶ Go to question 20

☐ Other - Please provide details

19. Please give us further information about this rented property

Name of landlord or agent

Landlord/agent's phone number

Weekly rent paid

\$

Was bond refunded in full?

☐ YES

☐ NO

If NO, why?

G. EMPLOYMENT HISTORY

20. Please provide your employment details.

Current Employer

Position Held

Employer Contact

Phone number (landline)

Employment Length

Annual income (per annum)

Years

Months

\$

Previous Employer

Position Held

Employer Contact

Phone number (landline)

Employment Length

Annual income (per annum)

Years

Months

\$

21. If self employed please provide the following details.

Name of Organisation

Type of Business

Business Address

Postcode

ABN (application will not be processed if not supplied)

Position held within business

Accountant / Solicitor contact

Phone number (landline)

Trading period

Anticipated annual income

Years

Months

\$

22. If you are a student, please provide details of your study.

Name of learning institution?

Faculty / Department

Course Name

Student union number

Student I.D. number

If not previously stated:

Income source

Net income per week

\$

H. REFERENCES

23. Please provide three personal references (not related to you).

1. Name

Surname

Relationship to you

Phone / Mobile

2. Name

Surname

Relationship to you

Phone / Mobile

3. Name

Surname

Relationship to you

Phone / Mobile

I. OTHER INFORMATION

24. How did you find out about the property

☐ Internet

☐ Board

☐ Office Rental Lis

☐ Referral

☐ Other (please specify)

J. PLEASE NOTE

Your application will be processed as soon as possible, usually 24 to 48 hrs. We will call you with the outcome.

• If your application is successful, you will be required to pay 1st months rent being equivalent to one full calendar month's rent and Bond being equivalent to 6 weeks rent by BPAY (1 full calendar months rent if less than \$350 per week). It is important your payment is received within 24 hours of such notification or the next applicant may be given preference, or the property re-listed."

• It is your responsibility to have all services (such as telephone, gas, electricity and water) connected in your name to coincide with your date of occupation. It is also your responsibility to insure your possessions, as the landlord's insurance policy does not cover your personal possessions.

Please provide us with Photo Identification.

Your application is regarded as a confidential document. If your application has been unsuccessful it will be destroyed.

TENANCY PRIVACY STATEMENT

Chisholm & Gamon Property Pty Ltd ACN 085 870 926, Chisholm & Gamon Property Black Rock Pty Ltd ACN 145 200 095, Chisholm & Gamon Property Mt Martha Pty Ltd ACN 169 134 212 and its associated companies (“we, our, us”) respects your right to privacy and adheres to the Australian Privacy Principles contained in the Privacy Act 1988 (Cth). These principles regulate most of our activities with respect to personal information collected, stored, used and disclosed by us.

The information collected from you in this form is required for us to consider your application to rent a property that we manage and generally to carry out our role as property managers including the ongoing management of your tenancy. To carry out this role, we may need to disclose your personal information to others including:

- the landlord
- the landlord’s lawyer, mortgagee or insurer
- referees you have nominated and managers of properties you have rented in the past
- organisations or trades people required to carry out maintenance to your premises
- Residential Tenancy Bond Authority
- Victorian & Administrative Tribunal, Courts and other Government Agencies
- Law enforcement authorities, debt-collectors or Consumer Affairs Victoria
- National Tenancy Database [NTD] a division of VEDA Advantage Information Services and Solutions Limited ABN 26 000 602 862

Your information will be added to our client databases and may be used by us to contact you in relation to other properties, for marketing

purposes and for other purposes related to our functions and activities.

Our privacy policy provides further details about how we will manage your personal information and can be viewed at www.chisholmgamon.com.au. Alternatively, please contact our Office and we will post or email you a free copy.

If you wish to access or seek correction of your personal information that we hold, or if you want to complain about our handling of your personal information, please contact us as set out below. Our privacy policy contains more details about accessing and correcting personal information and our complaints process.

OUR CONTACT DETAILS

Chisholm and Gamon
By phone:
03 9531 1245
By email:
privacy@chisholmgamon.com.au
By post:
Confidentia
The Privacy Office
Chisholm &Gamon
90 Ormond Road, Elwood 3184

NATIONAL TENANCY DATABASE

As part of our tenant assessment process we may run a National Tenancy Database check. This check profiles past tenants and may produce personal information about them such as tenancy history, details of bankruptcy,

court orders or judgments, identity and/or Visa verification, business credit history and directorship information. In this process we provide some of your personal details to the NTD manager, who is regulated by the Australian Privacy Principles. You can review the NTD privacy policy at www.veda.com.au/privacy

In making this application you authorise us:

- to make enquiries about you from the NTD
- to list some of the information that you have provided to us in or with this form on the NTD system for use by the NTD in the provision and supply of their services to real estate agencies and property managers.

If you are refused a lease of a property on the basis of information that we obtain about you from the NTD we will tell you this. You may contact the NTD to obtain access to the information that they hold about you to check the accuracy of that information and to request any necessary corrections.

NATIONAL TENANCY DATABASECONTACT DETAILS

GPO BOX 13294 George Street,
Brisbane QLD 4003
P: 1300 563 826
F: +61 7 3009 0619
E: info@ntd.net.au
www.ntd.net.au