

Please return your completed application form to McGrath Real Estate Group

42 Brighton Road, Glenelg SA 5045

Phone: 8350 4200 Fax: 8294 9501 Email: reception@mcgrathgroup.com.au

www.mcgrathgroup.com.au

# APPLICATION FOR RESIDENTIAL TENANCY

## ADDRESS OF THE PROPERTY YOU'RE APPLYING FOR

|  |
|--|
|  |
|--|

### TENANCY DETAILS

|  |   |
|--|---|
| <b>Property Rental Per Week or Month</b>   | \$      per week      OR      \$      per month |
| <b>First payment of two weeks rent in advance:</b>   | \$  |
| <b>Bond</b> (equivalent 4 weeks rent or 6 weeks rent if rent greater than \$250 per week)  | \$  |
| <b>TOTAL</b> (payable before possession of the property)   | \$  |
| <b>Preferred term of tenancy</b> <input type="checkbox"/> 12 months <input type="checkbox"/> 6 months <input type="checkbox"/> Other:            | <b>Preferred start date:</b> /    /             |
| <b>Number of occupants:</b> Adults      Children (Age/s      ) <b>Pets:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No    Details: |   |

### APPLICANT ONE (PRIMARY APPLICANT)

### APPLICANT TWO

Person to receive all correspondence / communication

|  |  |
|--|--|
| Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> | Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> |
| <b>Given Name/s</b>  | <b>Given Name/s</b>  |
| <b>Surname</b>   | <b>Surname</b>   |
| <b>Preferred Name</b>  | <b>Preferred Name</b>  |
| <b>What is your current address?</b>   | <b>What is your current address?</b>   |
| <b>Date of Birth</b> <b>Car registration no. &amp; State</b>   | <b>Date of Birth</b> <b>Car registration no. &amp; State</b>   |
| <b>Drivers licence/Passport No.</b> <b>Licence state/Passport county</b> <b>Expiry Date</b>  | <b>Drivers licence/Passport No.</b> <b>Licence state/Passport county</b> <b>Expiry Date</b>  |
| <b>Pension/Medicare No. (if applicable)</b> <b>Pension type (if applicable)</b>  | <b>Pension/Medicare No. (if applicable)</b> <b>Pension type (if applicable)</b>  |
| <b>Home Phone Number</b> <b>Mobile Phone Number</b>  | <b>Home Phone Number</b> <b>Mobile Phone Number</b>  |
| <b>Work Phone Number</b> <b>Email Address</b>  | <b>Work Phone Number</b> <b>Email Address</b>  |

### CURRENT RENTAL DETAILS

|   |   |
|---|---|
| <b>How long have you lived at your current address?</b>                       | <b>How long have you lived at your current address?</b>                       |
| Years      Months   | Years      Months   |
| <b>Name of landlord or agent (Please tell us about this rented property?)</b> | <b>Name of landlord or agent (Please tell us about this rented property?)</b> |
| <b>Landlord/agents phone number</b> <b>Weekly rent paid</b>                   | <b>Landlord/agents phone number</b> <b>Weekly rent paid</b>                   |
| \$  | \$  |
| <b>Why are you leaving this address?</b>                                      | <b>Why are you leaving this address?</b>                                      |



**PRIVACY STATEMENT**

The agent uses personal information collected from you to act as the agent and to perform its obligations as an agent. The Agent may disclose information to other parties such as its client, to potential purchasers of the property, or the clients of the Agent both existing and potential, as well as to tradespeople, strata corporations, government and statutory bodies and to other parties as required by law. The Agent will only disclose information in this way to other parties as required to perform their duties for the purposes specified above or as otherwise allowed under the Privacy Act 1988. If you would like to access this information you can do so by contacting the Agent at the address and contact numbers on this application form. You can correct any information if it is inaccurate, incomplete or out-of-date. Real estate and tax law required some of this information to be collected.

**DECLARATION**

I authorise the Agent to obtain personal information from the owner or the Agent of my current or previous residences, my personal referees for this application, my current and past employers, and any person who maintains any record, listing or database of defaults by tenants; in addition to authorising each of those persons providing requested personal information about me to the Agent.

I/We 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/We agree to enter into a Residential Tenancy Agreement.

I/We declare that all information contained in this application is true and correct and given of my/our own free will.

I/We declare that I/We have inspected the premises and am not bankrupt.

The applicant/s acknowledge:

This application is subject to the approval of the Owner/Landlord.

That the Landlord's insurance will not cover the Tenant's contents and it is advised that the Tenant should obtain contents and public liability insurance.

That upon being advised of approval of this application by the agent a legal tenancy agreement is created and if the Tenant/s choose not to proceed, the agent will begin procedures to re-let the property and will choose to recover costs incurred from the re-letting as set down by the Residential Tenancies Act 1995.

**SIGNATURE APPLICANT ONE**

\_\_\_\_\_  
Date:     /     /

**PRINT FULL NAME**

\_\_\_\_\_

**SIGNATURE APPLICANT TWO**

\_\_\_\_\_  
Date:     /     /

**PRINT FULL NAME**

\_\_\_\_\_

**UTILITY CONNECTION – This is a FREE service that connects all of your utilities**



Once we have received this application we will call you to confirm your details.

PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F:1300 664 185. www.directconnect.com.au

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 utility one stop connection service.

Please tick as required:

Electricity  Gas  Phone  Pay TV  Internet  Insurance  Removals  Cleaning

**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 providing 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 this application is true and correct and given of their own free will; expressly authorise Direct Connect to provide any information disclosed in this 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; expressly authorise Direct Connect to provide any information disclosed in this Application to an information provider for the purpose of that information provider disclosing it 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 by SMS in relation to the marketing or promotion of all of the services listed under the heading "Utility Connections" above even if we/I have not applied for the connection of those services in this application. This consent will continue for a period of 1 year from the date of our/my execution of this application/until 28 days after we/I disconnect the last of the services in respect of which this application is made; acknowledge that this consent will permit Direct Connect to contact us/me even if the telephone numbers listed on this application form are listed on the 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 the services or any act or 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 the entitlement of Direct Connect and its associates, agents and contractors, to receive a fee or remuneration from the utility provider and that such fee or remuneration will not 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.

**SIGNATURE OF APPLICANT:** \_\_\_\_\_

Date:     /     /

**BOND PAYMENT OPTION**

**Did you know you can pay your bond  
in instalments with **easyBondpay™****

makes renting easier for you

Yes!  If approved for this property I would like to receive an easyBondpay quote.

[www.easybondpay.com.au](http://www.easybondpay.com.au) or call us on 1300 022 663 (1300 02 BOND)

**OFFICE USE ONLY**

**Property Manager:** \_\_\_\_\_

**DEFT Reference:** \_\_\_\_\_

## IMPORTANT THINGS YOU NEED TO KNOW BEFORE SUBMITTING YOUR APPLICATION

Your application will be processed by our office as a priority, and we will keep you informed of the progress via SMS. Please note that some applications can take longer to process depending on the availability of referees and the landlord.

Any person intending to live in the premises who is over the age of 18 MUST complete an application form regardless of employment status.

Each person MUST also supply copies of the following ID documents to support their application:

|  |  |
|--|--|
| Photo ID (eg Driver's License, Passport, Proof of Age) | Bank Statement (last 30 days)                                |
| Utility Bill (eg Phone, Electricity, Registration)     | 3 Most Recent Pay Slips /<br>Centrelink Payment Verification |
| Medicare Card  |  |

Unfortunately, we are unable to process your application if copies of the identification as listed above have not been supplied.

ALL DOCUMENTS ARE HANDLED WITH STRICT CONFIDENTIALITY

**Please Note: We are unable to photocopy identification documents for you**

### SUCCESSFUL APPLICATIONS

You will receive a call from our office to offer you the property

You will be required to pay the first 2 weeks rent and equivalent bond in full (4 weeks if rent is \$250 or less per week. 6 weeks if rent is \$251 or more per week), immediately following acceptance, in cash at our office or via our DEFT payment methods

You are responsible for the connection of the electricity, gas, internet and telephone at the property or this can be arranged via Direct Connect, if you have selected this option on your application

Under the Terms and Conditions of the Tenancy Agreement, you will be liable for all water usage and supply charges pertaining to the property as per SA Water calculations. Costs to be calculated on a daily basis.

### UNSUCCESSFUL APPLICATIONS

Will be notified via SMS that the application was not successful and all documents provided will be destroyed securely.



# McGrath

REAL ESTATE GROUP

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