

Residential Rental Application Form – All sections must be completed & signed for your application to be processed

Proposed rental property address:		Postcode:
Rent per week: \$	Bond amount: \$	Have you inspected the property? <input type="checkbox"/> YES / <input type="checkbox"/> NO
Length of lease:		Lease commencement date:
How many renters will occupy the property? Adults:	Children:	Ages: Pets: <input type="checkbox"/> YES / <input type="checkbox"/> NO If yes, attach photo of each

1. First Applicant

1. Second Applicant

Title:	Given Name/s:	Title:	Given Name/s:
Last Name:	Smoker: <input type="checkbox"/> YES / <input type="checkbox"/> NO	Last Name:	Smoker: <input type="checkbox"/> YES / <input type="checkbox"/> NO
Date of Birth:	Age (Years/Month):	Date of Birth:	Age (Years/Month):
Drivers Licence No:	State:	Drivers Licence No:	State:
Passport:		Passport:	
Pension Type (if applicable):	No:	Pension Type (if applicable):	No:
Home Ph:	Mobile Ph:	Home Ph:	Mobile Ph:
Email:		Email:	
Vehicle Rego:	Model/Year/Colour:	Vehicle Rego:	Model/Year/Colour:

2. Rental History

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Current Address:	Current Address:
Suburb:	Postcode:
How long at current address:	Rent per week: \$
Reason for leaving:	
Rental Provider/Agent Name:	
Phone:	Fax:
Email:	
Previous Address:	Previous Address:
Suburb:	Postcode:
Length at previous address:	Rent per week: \$
Reason for leaving:	
Rental Provider/Agent Name:	
Phone:	Fax:
Email:	
Bond Refunded: <input type="checkbox"/> YES / <input type="checkbox"/> NO If not, why?	Bond Refunded: <input type="checkbox"/> YES / <input type="checkbox"/> NO If not, why?

3. Referees

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1. Reference Name:	1. Reference Name:
Home Phone:	Mobile Phone:
2. Reference Name:	2. Reference Name:
Home Phone:	Mobile Phone:

4. Emergency Contact Details – Not same as co-applicant

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Contact Name:	Contact Number:	Contact Name:	Contact Number:
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Please Note: Initial payments must be made by cash, bank cheque or money order within 24 hours after approval of application. No personal cheques will be accepted. Keys will not be handed over until the lease agreement has been signed by all applications. This application is accepted subject to the availability of the property on the due date and no action shall be taken by the applicant against the rental provider and the agent should any circumstances arise whereby the property is not available for occupation on the due date.

5. Employment Details

Nature of employment: ☐ FULL TIME / ☐ PART TIME / ☐ CASUAL / ☐ N/A

Occupation:

Employer's Name:

Employment Address:

Suburb:

Postcode:

Employer's No:

Contact Name:

Length at current employment:

Net Income: \$

Per week / \$

Per month

Are you self-employed? ☐ YES / ☐ NO

Accountant Name:

Phone:

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Nature of employment: ☐ FULL TIME / ☐ PART TIME / ☐ CASUAL / ☐ N/A

Occupation:

Employer's Name:

Employment Address:

Suburb:

Postcode:

Employer's No:

Contact Name:

Length at current employment:

Net Income: \$

Per week / \$

Per month

Are you self-employed? ☐ YES / ☐ NO

Accountant Name:

Phone:

6. Social Security Benefits OR Centrelink Payment

Type: CRN:

\$ Per week \$ Per month

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Type: CRN:

\$ Per week \$ Per month

7. Required Documents for Each Applicant – Please photocopy ALL required documents

100 Points of ID (Must include at least 1 photo ID):

☐ Drivers Licence (50)

☐ Medicare (20)

☐ Passport (50)

☐ Concession/Pension Card (10)

☐ Student ID or Proof of Age Card (50) ☐ Phone/Utility Bill (30 each)

Required:

☐ Current Payslips (2 weeks)

☐ Current Bank Statement (1 month)

☐ Centrelink Income Statement (if applicable)

8. FREE Utility Connection Service



AFREEUTILITYCONNECTION AND
COMPARISONSERVICE

Please tick Utilities as required:

☐ Electricity

☐ Gas

☐ Phone

☐ Broadband

Phone: 1800 013 000

Email: activations@econnex.com.au

Web: www.econnex.com.au/abc realestateagent

Unless I have opted out of this section, I/we:

Consent to the disclosure of information on this form to Econnex ABN 94 609 377 406 for the purpose of arranging the connection of nominated utility services; consent to

Econnex disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to Econnex disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and Econnex may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst Econnex is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and Econnex 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 services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that Econnex record all calls for coaching, quality and compliance purposes.

☐ Yes, Please Contact

☐ Interpreter required

☐ Tick here to opt out

9. Declaration of Authority

I hereby offer to rent the property from the rental provider under a lease to be prepared by the Agent. Should this application be accepted by the rental provider I agree to enter into a Residential Rental Agreement.

I acknowledge that this application is subject to the approval of the rental provider. 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, the renter, accept the property in the condition it was in when inspected.

I authorise the Agent to obtain personal information about me from:

(a) The rental provider or the Agent of my current or previous residences;

(b) My personal referees and employer/s;

(c) Any record listing or database of defaults by renters;

Any record listing or database of defaults by renters such as TICA, NTD or TRA for the purpose of checking your rental history. I am aware that I may access my personal information by contacting: - TICA: 1902 220 346 - NTD: 1300 563 826 - TRA: (02) 9363 9244

I am aware that the Agent will use and disclose my personal information within this application in order to:

(a) communicate with the rental provider and select a renter

(b) prepare lease/rental documents

(c) allow trades-people or equivalent organisations to contact me

(d) lodge/claim/transfer to/from a Bond Authority

(e) refer to Tribunals/Courts & Statutory Authorities (where applicable)

(f) refer to collection agents/lawyers (where applicable)

(g) complete a check with TICA

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 of the premises.

☐ Please tick the box if you consent to receiving electronic communications via email

Printed Name:

Signature:

Date:

Printed Name:

Signature:

Date:

Statement of Information for Rental Applicants

Residential Tenancies Act 1997 Section 145A

Residential Tenancies Regulations 2021 Regulation 55

A rental provider must include the information below in a residential rental agreement application form.

Information for rental applicants

1. Discrimination is treating, or proposing to treat, someone unfavourably because of a personal attribute. Discrimination is also imposing an unreasonable requirement, condition or practice that disadvantages persons with a personal attribute.
2. In Victoria it is unlawful to discriminate against someone in relation to certain personal attributes. This means that residential rental providers (rental providers) and real estate agents cannot refuse you accommodation or discriminate against you during your tenancy on the basis of personal attributes protected by law. The following is a list of some protected attributes that are sometimes discriminated against in the rental market—
 - age;
 - disability (including physical, sensory, intellectual disability and mental illness);
 - employment activity;
 - expunged homosexual conviction;
 - gender identity;
 - industrial activity (including union activity);
 - marital status;
 - parental status or status as a carer;
 - physical features;
 - political belief or activity;
 - pregnancy or breastfeeding;
 - race;
 - religious belief or activity;
 - lawful sexual activity or sexual orientation;
 - sex or intersex status;
 - association with someone who has these personal attributes.
3. These personal attributes are protected by law and extend to agreements under the Residential Tenancies Act 1997 (the Act). It is against the law for a rental provider or their agent to treat you unfavourably or discriminate against you because of these personal attributes when you are applying for a rental property, occupying a rental property or leaving a rental property.
4. Discrimination on the basis of any of these personal attributes may contravene Victorian laws including the Act, the *Equal Opportunity Act 2010* (the Equal Opportunity Act), and a range of Commonwealth Acts including the Age Discrimination Act 2004, the Disability Discrimination Act 1992, the Racial Discrimination Act 1975 and the Sex Discrimination Act 1984.
5. In some limited circumstances, discrimination may not be unlawful, including accommodation provided for children, shared family accommodation, and student accommodation. For example, a community housing provider who is funded to provide youth housing may positively discriminate to provide accommodation for a young person. For more information, contact the Victorian Equal Opportunity and Human Rights Commission (VEOHRC).
6. **Scenarios and examples of unlawful discrimination in applying for a property**
 - Refusing or not accepting your application because you have children, unless the premises is unsuitable for occupation by children due to its design or location.
 - Processing your application differently to other applicants and not giving your application to the rental provider because you have a disability or because of your race.
 - Offering you the property on different terms by requiring more bond or requiring you to have a guarantor because of your age.

- Refusing to provide accommodation because you have an assistance dog.

7. Scenarios and examples of unlawful discrimination when occupying or leaving a property

- Refusing to agree to you assigning your lease to someone else because of that person's personal attributes.
- Refusing to allow you to make reasonable alterations or modifications to the property to meet your needs if you have a disability.
- Extending or renewing your agreement on less favourable terms than your original agreement based on your protected attributes (e.g. due to a disability).
- Issuing you with a notice to vacate based on your protected attributes.

The examples listed and similar actions could contravene the Act, the Equal Opportunity Act, or the Commonwealth Acts.

Getting help

8. If a rental provider or a real estate agent has unlawfully discriminated against you and you have suffered loss as a result, you may apply to VCAT for an order for compensation under section 210AA of the Act. VCAT may be contacted online at vcat.vic.gov.au/ or by calling 1300 018 228.
9. If you would like advice about unlawful discrimination in relation to an application to rent or an existing agreement you may call Victoria Legal Aid on 1300 792 387.
10. If you feel you have been unlawfully discriminated against when applying to rent, or once you have occupied a property, you or someone on your behalf may make a complaint to VEOHRC at humanrightscommission.vic.gov.au/ or by calling 1300 292 153.

For further information visit the renting section of the Consumer Affairs Victoria website at www.consumer.vic.gov.au/renting or call 1300 55 81 81.