Residential Rental Application Form

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

*Please note: Mention of **"RRP"** refers to **"Residential Rental Provider"***

A. AGENT DETAILS

H&G Real Estate

Office: 146 Allan Street, Kyabram VIC 3620
Phone: 03 5852 2377
Email: rentals@hgrealestate.com.au
Web: hgrealestate.com.au

B. PROPERTY DETAILS

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

Postcode

Property Rental **Bond amount**

$ /week | $ /month | $

2. Rental Agreement commencement date?

Day Month Year

3. Rental Agreement term?

Years Months

4. How many people will occupy the property?

Adults Children Ages

C. PERSONAL DETAILS

5. Please give us your details (note that each adult must complete an application and provide 100 points of ID)

Full Name

Date of birth

Driver's licence number

Driver's licence expiry date

Driver's licence state

Passport no.

Passport country

Pension no. (if applicable)

Pension type (if applicable)

6. Please provide your contact details

Home phone no.

Mobile phone no.

Work phone no.

Fax no.

Email address

7. What is your current address?

Postcode

D. UTILITY CONNECTIONS

myconnect®
a really smart move

MyConnect will call you to arrange free connection of your required utilities

Please select the required utilities:

- [x] **Water (compulsory)**
- [ ] Electricity
- [ ] Gas
- [ ] Telephone
- [ ] Internet
- [ ] Pay TV
- [ ] **Interpreter required**

Unless I have opted out of this section, I/we:
Consent to the disclosure of information on this form to myconnect ABN 65 627 003 605 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect 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 myconnect 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 myconnect record all calls for coaching, quality and compliance purposes.

- [ ] **Tick here to opt out**

1300 854 478 enquiry@myconnect.com.au myconnect.com.au

E. DECLARATION

I hereby offer to rent the property from the Residential Rental Provider (RRP) under a lease to be prepared by the Agent. Should this application be accepted by the RRP I agree to enter in to a Residential Rental Agreement.

I acknowledge that this application is subject to the approval of the Residential 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 RRP 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 renting 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 RRP and select a renter
(b) prepare lease/tenancy 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 Tenancy Databases
(h) transfer water account details into my name via MyConnect

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/rental of the premises. I am aware that I may access personal information on the contact details above.

Signature

X

Date

F. APPLICANT HISTORY

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

Years Months

9. Why are you leaving this address?

10. Residential Rental Provider/Agent details of this property

Name of RRP or Agent

RRP/Agent Phone No.

Weekly Rent

$

11. What was your previous residential address?

12. How long did you live at this address?

Years Months

13. Residential Rental Provider/Agent details of this property

Name of RRP or Agent

RRP/Agent Phone No.

Weekly Rent

$

G. EMPLOYMENT HISTORY

14. Are you self employed?

No - skip to Q16 Yes - (you MUST complete Q15 & supply your most recent BAS Statement)

15. Self employment details

Your ABN

Accountant Name

Accountant Phone no.

Accountant Email

16. Please provide your employment details

What is your occupation?

What is the nature of your employment? (FULL TIME/PART TIME/CASUAL)

Employer's name (inc. institution if student)

Employer's address

Contact name

Phone no.

Length of employment

Years Months

Net Income

$

17. Please provide your previous employment details

Occupation?

Employer's name

Phone no.

Length of employment

Years Months

Net Income

$

H. CONTACTS / REFERENCES

18. Please provide a contact in case of emergency

Surname

Given name/s

Relationship to you

Phone no.

19. Please provide 2 personal references (not related to you)

1. Surname

Given name/s

Relationship to you

Phone no.

2. Surname

Given name/s

Relationship to you

Phone no.

I. OTHER INFORMATION

20. Car Registration

21. Please provide details of any pets

Breed/type	Council registration / number
1.	
2.	

PLEASE NOTE

Initial payments must be made by EFT, bank cheque, money order or another option provided by the agent within 24 hours after approval of application. No Personal Cheques accepted.

I acknowledge that my application is subject to the Residential Rental Provider's approval and the availability of the premises on the due date.

I accept that rental amounts are subject to change by providing the required notice.

DISCLAIMER

Email communication consent: (please tick)

☐ I consent to receiving electronic communications via email

I confirm the following: (please tick one of the following 2 options)

☐ During my inspection of this property I found it to be in relatively clean condition.

OR

☐ I believe the following items should be attended to prior to my tenancy commencing. I acknowledge that these items are subject to the RRP approval.

HOW DID YOU FIND OUT ABOUT THIS PROPERTY?

◯ Board ◯ The Internet ◯ Local Paper

◯ Counter List ◯ Other (specify)

PLEASE PROVIDE 100 POINTS OF IDENTIFICATION

You MUST include at least 1 form of Photo I.D AND Proof of Income

Driver's Licence / Passport	50
Proof of Age Card / Student ID Card	50
2 Recent Pay slips / Recent BAS Statement	30
Bank Statement (balance and transactions can be redacted)	20
Copy of Mobile Phone Account	20
Copy of Medicare Card	20
Concession / Pension Card	10
Copy of Gas / Water / Electricity account	30 each

Residential Tenancies Act 1997
(Section 29C)

STATEMENT OF 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.