

# Residential Application Form

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



## A. AGENT DETAILS

Property Management Network (Group) Pty Ltd  
Suite F4, Level 1, 158 Acland Street StKilda 3182  
PO Box 1800 StKilda South VIC 3182  
Phone: 03 9593 9600  
Fax: 03 9593 9211  
Email: mail@propertymanagement.net.au  
Web: www.propertymanagement.net.au

## B. PROPERTY DETAILS

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

### 2. Lease commencement date?

 Day  Month  Year

### 3. Lease term?

 Years  Months

### 4. Lease names

### 5. Property rental

 \$ Per week

### Bond

 \$

### 6. How many people will normally occupy the property?

 Adults  Children  Ages of Children

## C. PERSONAL DETAILS

### 7. Please give us your details

 Mr  Ms  Miss  Mrs  Other 

### Surname

### Given name/s

### Date of Birth

### Driver's license number

### Driver's license expiry date

### Driver's license state

### Passport no.

### Passport country

### 8. Please provide your contact details

#### Home phone no.

#### Mobile phone no.

#### Work phone no.

#### Fax no.

#### Email address

### 9. What is your current address?


  
 Postcode

## D. UTILITY CONNECTIONS

If you would like assistance, (at no additional charge) with the connection of telephone and electricity, gas and water to your property then tick the box below. On the Move will then contact you and explain the details of the services available.

10. Yes, I would like On The Move to contact me to arrange my connections; Electricity, Gas, Water, Telephone, Broadband, Foxtel

11.

Utility connection services are provided by	Phone: 1300 850 360 Fax: 1300 661 160
	Email: sales@onthemove.com.au Web: www.onthemove.com.au

If the box in this section is ticked, **On The Move** will use the information on this page to explain the services offered and to undertake any connection and disconnection services authorized (including the provision of information to utility companies). All details on this page must be completed for the service to be provided. Personal information collected by **On The Move** may be may need to disclose personal information to utility companies to arrange your services. Normal service provider fees or bonds may apply.

## E. 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 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 organisations/ trades people 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)
- (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 am aware that I may access personal information on the contact details above.

If Section D is completed, I consent to the disclosure of this page of the application form to **On The Move** ABN 84 101 648 257 for the purpose of enabling **On The Move** to offer the connection and disconnection services to me. Where **On The Move** is requested to arrange for the provision of the services, I consent to **On The Move** disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I acknowledge that neither **On The Move** nor the Agent accept any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. I acknowledge that the Agent, its employees and **On The Move** may receive a benefit in relation to the connection of a utility service.

### Signature

### Date

**F. APPLICANT HISTORY**

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

<input type="text"/>	<input type="text"/>	Years	<input type="text"/>	<input type="text"/>	Months
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13. Why are you leaving this address?

14. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

 \$

15. What was your previous residential address?

Postcode

16. How long did you live at this address?

<input type="text"/>	<input type="text"/>	Years	<input type="text"/>	<input type="text"/>	Months
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17. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

 \$

Was bond refunded in full?

If not why not?

**G. EMPLOYMENT HISTORY**

18. 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. accountant if self employed or institution if a student)

Employer's address

Postcode

Contact Name

Phone no.

Length of employment

<input type="text"/>	Years	<input type="text"/>	Months
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Gross income (PA)

 \$

Source of other income

Gross income (PA)

 \$

19. Please provide your previous employment details

Occupation

Employer's name

Contact Name

Phone no.

Length of employment

<input type="text"/>	Years	<input type="text"/>	Months
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Gross income (PA)

 \$
**H. STUDY INFORMATION (if applicable)**

20. Please provide university/tafe information if you are currently studying

Course Name

Name of Institution

**I. CONTACTS / REFERENCES**

21. Please provide a contact in case of emergency

Surname

Given name/s

Relationship to you

Phone no.

22. Please provide two 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.

**J. OTHER INFORMATION**

23. Car Registration

24. Please provide details of any pets

Breed / type

Council registration / number

1.	<input type="text"/>
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2.	<input type="text"/>
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**PLEASE NOTE**

Initial payments must be made by bank cheque or money order within 24 hours after approval of application. NO PERSONAL CHEQUES PLEASE. All monthly rent is to be paid by direct debit to Property Management Network.

Keys will not be handed over until the lease agreement has been signed by all applicants and cleared funds of bond and first months rent has been received.

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 landlord and the agent should any circumstances arise whereby the property is not available for occupation on the due date.

**I ACCEPT THE PROPERTY AS INSPECTED**

Signature

Date

**PLEASE PROVIDE US WITH 100 POINTS OF IDENTIFICATION**

Driver's License	50
Passport	50
Proof of Age Card	50
Student ID Card	50
Copy of mobile phone account	20
Copy of Medicare Card	20
Concession / Pension Card	10
Copy of gas / water / electricity account	30