



C.I.A Real Estate Australia
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CIA REAL ESTATE TENANCY APPLICATION

Property: _____

Date Inspected: / /

ID REQUIREMENTS

OUR OFFICE DOES NOT PHOTO COPY DOCUMENTS

Drivers Licence/Passport/Visa/Proof of Age Card	<input type="checkbox"/>
Tenant Rent Ledger/Rental Reference	<input type="checkbox"/>
Copy of Bank Statement (3 months min)	<input type="checkbox"/>
Pay Slips or Letter from Employer	<input type="checkbox"/>
Birth Certificate/Medicare/Bank card	<input type="checkbox"/>
Vehicle Registration	<input type="checkbox"/>
Utility Account: Gas/Elec/Phone	<input type="checkbox"/>

STATEMENT OF COSTS

Rent in Advance (2 weeks)	\$ _____
Rental Bond (Equivalent to 4 weeks rent)	\$ _____
Sub Total	\$ _____
Less Handling Fee	\$ _____
Total Due	\$ _____
Lease Start Date	____ / ____ / ____
Rent Per Week	\$ _____

PRIVACY STATEMENT AND DECLARATION

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

I acknowledge that I will be required to pay 1 weeks rent as a holding deposit 24 hours after the approval of the application and to pay a balance of 2 weeks rent and the bond on the signing on the lease. Payments are to be made using bank cheque or money order.

After the application is approved and the deposit paid I agree that if I change my mind and NOT proceed with the lease; the deposit will be forfeited to the Landlord in full.

I acknowledge that this application is subject to the approval of the Landlord/ Owner. I declare that all information contained in this application (including the front page) is true and correct and given of my own free will. I declare that I have inspected the premises.

I also 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 default tenants.

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 tradespeople or equivalent organisations to contact me.
- (d) Lodge/claim/transfer to/from Fair Trading Renting services.
- (e) Refer to Tribunals/Courts & Statutory Authorities where applicable.
- (f) Refer to collection Agents/Lawyers where applicable.
- (g) Complete a credit check with any Tenancy Database.
- (h) Connect utilities through Fast Connect.

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to the Tenancy Default Database, and to Agents/Landlords of properties I may apply for in the future.

I am aware that if the 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 authorize the Agent to request my personal information from any default database or listings such as NTD, TICA or TRA for the purpose of checking my tenancy history; if you wish to access your information or dispute your record you can contact: NTD 1300 563 826 - www.ntd.net.au, TICA 1902 220 345 - www.tica.com.au, TRA (02) 9353 9244 - www.tradingreference.com

Name _____

Date of Birth / /

Sign _____

Date / /

PROPERTY APPLYING FOR

Address _____

Suburb Post Code _____

Tenancy Start Date / / _____

Proposed length of tenancy 6 months or 12 months _____

Rent Payable for Property \$ _____ per week

PERSONAL DETAILSResidency Status: Permanent Working Visa _____ Student Visa Tourist Refugee _____

First Name _____

Last Name _____

Home Work _____

Mobile _____

Email _____

Date of Birth / / _____

Current Address _____

Suburb Post Code _____

Driver Licence No State Expiry _____

Car Registration No Expiry _____

Passport No Country Expiry _____

Alternate ID No Expiry _____

CURRENT SITUATIONAre you the Owner Renter Other Please specify _____

How long have you lived at your current address? Yrs Mths _____

Name of Landlord/Agent/Selling Agent _____

Phone Fax _____

Rent/Mortgage paid \$ _____ per week/month

Reason for leaving _____

Was bond repaid in full? Yes No If NA please specify N/A _____**PREVIOUS RENTAL HISTORY**Were you the Owner Renter Other Please specify _____

Previous Address _____

Suburb Post Code _____

How long did you live at this address? Yrs Mths _____

Name of Landlord/Agent/Selling Agent _____

Phone Fax _____

Rent/Mortgage Paid \$ _____ per week/month

Reason for leaving _____

Was bond repaid in full? Yes No If No please specify N/A _____**FREE UTILITY CONNECTIONS****connectnow.**

We get things sorted.

Moving made easier

P: 1300 554 323 | F: 1300 889 598

E: info@connectnow.com.au

W: connectnow.com.au

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 new services.

Signed: _____

Date: _____

PM ID: _____

OTHER INFORMATION

Number of persons occupying the property Adults Children

Ages of any children

Name(s) of other Applicants to Occupy Property

Relationship?

Relationship?

Do you have pets? Yes No If yes how many?

Are they: Indoor Outdoor Indoor & Outdoor Other

Type/breed 1: Size (small, medium, large)

Type/breed 2: Size (small, medium, large)

Council Registration 1:

Council Registration 2:

I acknowledge that no pets can be kept at the premises unless approved By the Landlord/agent and 'pet clause' is added to lease.

Do you smoke? Yes No

NEXT OF KIN (no 1 to be other applicant)

Name Relationship

Address

Phone Work

CURRENT EMPLOYMENT DETAILS or CENTRELINK DETAILS

Occupation

Company Name

Employment Address

Suburb Post Code

Contact Name Phone

Mobile Email

Terms: Full Time | Part Time | Casual | Subcontractor / Centrelink

Length at current employment Years Months

Income weekly \$ Income annually \$

Pension Type

IF SELF EMPLOYED (Fill in applicable)

Business Name

ACN or ABN

Address

Accountant Name

Accountant Phone

Accountant Address

Income per year \$

Note* If self employed evidence will be required such

as Tax or annual return

Other Income or benefits (if applicable) \$

PERSONAL REFEREES (family members)

1. Reference Name

Address

Relationship Mobile

2. Reference Name

Address

Relationship Mobile

3. Reference Name

Address

Relationship Mobile

Course Name

Place of study

Course Length Enrolment No.

Parents Name Phone

Course Coordinator Phone

HOW DID YOU FIND OUT ABOUT THIS PROPERTY? (please tick)

RENTAL LIST CIAREALESTATE.COM.AU REALESTATEVIEW.COM.AU REALESTATE.COM.AU OTHER