



Matthews
R Matthews & Son Trading as
Real Estate

OFFICE USE ONLY

YES NO Sign Up – Date Time
Applicants Notified Direct Connect lodged

Tenancy Application Form

FOR YOUR APPLICATION TO BE PROCESSED YOU MUST ANSWER ALL QUESTIONS (INCLUDING THE REVERSE SIDE). AN APPLICATION FORM IS REQUIRED FOR EACH ADULT WHO WISHES TO LIVE AT THE PROPERTY. WE ONLY ACCEPT COMPLETE APPLICATION FORMS. PLEASE ENSURE ALL DOCUMENTS ARE PHOTOCOPIED IN ADVANCE AS WE DO NOT PHOTOCOPY DOCUMENTS.

A. AGENCY DETAILS

Matthews Real Estate

Address: 678 Ipswich Rd Annerley QLD 4103
Phone: (07) 3848 0655
Fax: (07) 3848 0172
Email: reception@matthewsrealestate.com.au
Web: www.matthewsrealestate.com.au

B. PROPERTY DETAILS

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

Postcode

Lease Commencement Date?

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Lease Term?

Months

How many tenants will occupy the property?:

Adults Children

Ages of Children

Rent per week

Bond

\$	\$
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C. PERSONAL DETAILS - Please give us your details

Mr Ms Miss Mrs Other
Surname Given Name/s

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Date of Birth

Driver's licence number

Passport no.

Proof of Age/18+ number

Please provide your contact details

Home phone no.

Mobile phone no.

Work phone no.

Email address

What is your current address?

Postcode

D. UTILITY CONNECTIONS

This is a FREE service that connects all your utilities and other services.

Direct Connect can help arrange for the connection or provision of the following utilities and other services:

- | | |
|---------------------------------------|--|
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Gas |
| <input type="checkbox"/> Mobile Phone | <input type="checkbox"/> Insurance |
| <input type="checkbox"/> Home Phone | <input type="checkbox"/> Removalist |
| <input type="checkbox"/> Internet | <input type="checkbox"/> Truck or van hire |
| <input type="checkbox"/> Pay TV | <input type="checkbox"/> Cleaners |



Please tick the box for the services you want if you would like Direct Connect to contact you in relation to any of the above utilities and other services.



We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. 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 your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement.
3. Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.

4. Authorise Direct Connect to obtain the National Metering Identifier and/ or the Meter Installation Reference Number for the premises you are moving to. Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services

PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F: 1300 66485.

www.directconnect.com.au

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Signature

Date

E. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. 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 such as TICA for the purpose of checking your tenancy history;

I am aware that I may access my personal information by contacting -

- TICA: 1902 220 346

If I default under a rental agreement, I agree that 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 tradespeople or equivalent organisations to contact me
- (d) lodge/claim/transfer to/from a Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)

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

Signature

Date

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F. APPLICANT HISTORY

How long have you lived at your current address?

Years Months

Why are you leaving this address?

Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

\$

Landlord/agent's fax no.

What was your previous residential address?

How long did you live at this address?

Years Months

Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

\$

Landlord/agent's fax no.

Was bond refunded in full?

If not why not?

G. EMPLOYMENT HISTORY

What is your occupation?

What is the nature of your employment?

FULL TIME/ CASUAL/ PART TIME

Employer's name (accountant if self employed or institution if student)

Employer's address (accountant if self employed or institution if student)

Contact name

Phone no.

Length of employment

Net Weekly Income

Years Months \$

Please provide other employment details if any

Occupation?

What is the nature of your employment?

FULL TIME/ CASUAL/ PART TIME

Employer's name (accountant if self employed or institution if student)

Employer's address (accountant if self employed or institution if student)

Contact name

Phone no.

Length of employment

Net Weekly Income

Years Months \$

H. OTHER INCOME

Do you receive any Government benefits

YES/NO

Please provide Details

Amount per fortnight

\$

i. OTHER INFORMATION

Car Registration

Please provide details of any pets

Breed/type

Council registration / number

1.
2.

J. EMERGENCY CONTACTS

Surname

Given name/s

Relationship to you

Phone no.

Surname

Given name/s

Relationship to you

Phone no.

K. IDENTIFICATION CHECK

REQUIRED DOCUMENTS: (mandatory to have proof of income and photo ID)

- 1. Photo ID (passport/driver's licence) YES NO
- 2. Proof of Income (payslips/centrelink) YES NO
- 3. Last FOUR Rent Receipts YES NO
- 4. Previous Bills (Telstra/AGL etc) YES NO
- 5. Current Vehicle Registration Papers YES NO

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L. OFFICE USE ONLY

TICA Checked

Date:

Rental reference Checked

Date:

Employment Checked

Date:

RP Data Checked

Date: