

## RENTAL APPLICATION FORM

Upon Completion—Please Fax or email to Ascend Real Estate

### A. DETAILS of RENTAL PROPERTY

(One application required from each adult)

Address of the property you would like to rent?

Rental per Week: Bond: Start Date: Term of Lease:

\$   \_\_\_/\_\_\_/\_\_\_

Number of Adults No. Children Age of child(ren):

### B. PERSONAL DETAILS of APPLICANT

Surname Given Names (include Middle)

Home Phone Mobile Phone Work Phone

Birth Date: Email address

\_\_\_/\_\_\_/\_\_\_

Drivers Licence number License State

Pets- No. and Type (dog/cat): Breed:

### C. CURRENT ADDRESS DETAILS

What is your current address?

Do you currently RENT / BOARD / OWN (Please Circle) Current Rental (if applicable) \$  Per Week

If renting - Date From: \_\_\_/\_\_\_/\_\_\_ to: \_\_\_/\_\_\_/\_\_\_

Reason for Leaving:

Name of landlord or agent: Phone:

Office Use: \_\_\_\_\_

### D. PREVIOUS RENTAL DETAILS

What is your current address?

Do you currently RENT / BOARD / OWN (Please Circle) Current Rental Amount (if applicable)? \$  Per Week

If renting - Date From: \_\_\_/\_\_\_/\_\_\_ to: \_\_\_/\_\_\_/\_\_\_

Reason for Leaving:

Name of landlord or agent: Phone:

Office Use: \_\_\_\_\_

### E. CURRENT EMPLOYMENT DETAILS

Occupation: F/T P/T Casual

Employer's Name: Contact Person (Manager/Payroll):

Employer's Address:

Length of Emp Total Income: Social Security / Pension etc

\$  \$

Office Use: \_\_\_\_\_

### F. PREVIOUS EMPLOYMENT DETAILS

Occupation: F/T P/T Casual

Employer's Name: Contact Person (Manager/Payroll):

Employer's Address:

Length of Emp Total Income: Social Security / Pension etc

\$  \$

Office Use: \_\_\_\_\_

**G. PROFESSIONAL REFERENCES (Not Next Of Kin—Accountant, Business Associates, etc.)**

	Name	Phone	Relationship	Office Use
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<hr/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<hr/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<hr/>

**H. EMERGENCY CONTACT (Next of Kin)**

Name:  Relationship:  Phone:

**I. UTILITY CONNECTIONS - FREE SERVICE that connects your utilities**



Let Foxie **save you time and money** connecting your  
**Electricity, Gas, Water, Broadband, Phone and Foxtel**

Foxie is a FREE and independent service, and in one brief phone call, you connections are organised on the offers that are right for you. No obligation, no more running around, no more phone calls. Foxie will contact you to arrange your utilities connections. You will be advertised of any associated terms and conditions, including and standard connection fees that may apply.  
Foxie and your Agent are unable to accept, responsibility for any delay or failure to connect your utility services.  
Foxie is committed to protecting the confidentiality of your personal information and will at all times handle your personal details in accordance with Foxie's privacy policy available on the Foxie website. **Contact Foxie at [www.foxie.com.au](http://www.foxie.com.au) or call 1800 275 369.**

I do not want to be referred to Foxie Utility Services

**DISCLAIMER AUTHORITY & PRIVACY FORM**

I the said applicant do solemnly declare that the information contained in this application is true and correct and that all of the information was given on my own free will. I will further consent to the lessor/agent contacting and or conducting any inquiries and or searches with regard to the information and references supplied in this application.

I have been informed, understand and agree that the lessor/agent will carry out an inspection on the property on a 6 monthly basis with the first inspection taking place 3 months after I have moved into the property, and I further warrant that I will co-operate fully to allow this inspection to be carried out on a 6 monthly basis.

I further consent to the agent disclosing all personal information that they may hold for the purpose of enforcing or commencing recovery action in relation to any debt owed as a result of outstanding rent, repairs and or damage that occurs during my period or tenancy.

I have been informed, understand and agree that should this application for tenancy not be accepted, the agent is not required or obliged to disclose why or supply any reason for the rejection of this application.

I have been informed, understand and consent to the agent supplying all necessary information, as may be required to any Tenancy Database/s that they use, subject to the Tenancy Database/s complying with the provisions of the Privacy Act.

I have been informed, understand and consent to the agent supplying my personal details for the connection of water to the property if separately metered.

I acknowledge that this is an application to lease this property and that my application is subject to the owner's approval and the availability of the premises on the due date. No action will be taken against the owner or the agent if the application is unsuccessful or upon acceptance should the premises be unavailable for occupation of the date for whatever reason.

If your personal information is not provided to us and NTD, and you do not consent to the uses to which we put your personal information: we cannot properly assess the risk to our client, or carry out duties as professional property managers. Consequently we may not provide you with the Lease/tenancy of the premises.

**Primary Purpose:**

As professional property managers, we collect your personal information to assess the risk, in providing you with the lease/tenancy of the premises you have requested, and if the risk is considered acceptable, to providing you with lease/tenancy of the premises. To carry out this role and during the term of your tenancy, we will disclose your personal information to:

- The Landlord
- The Landlord's Lawyer
- The Landlord's Mortgagee
- Referees you have nominated
- Tradespeople for property maintenance
- Rental Bond Authorities
- Residential tenancy tribunals/courts
- Collection agents
- Other real estate agents and landlords
- National Tenancy Database Pty

**Secondary Purpose:**

We also collect information to:

- Enable us, or the landlords lawyers to prepare the lease documents on the premises
- Allow organisations/trades people to contact you in relation to maintenance matters relating to the premises
- Pay/release rental bonds to/from RTBA (where applicable)
- Refer to tribunals, courts and statutory authorities
- Refer to collection agents/lawyers (where default/enforcement action is required)
- Provide confirmation details for organizations contacting us on your behalf (ie. banks, employers)
- Provide contact details to Valuers and Banks to enable them to contact you directly to arrange an inspection of the property.
- Transfer water account details into my name

**LODGEMENT OF APPLICATION**

Please lodge this form by: **Fax** 9841-5000 or **Email** [rent@ascendrealestate.com.au](mailto:rent@ascendrealestate.com.au)

With this application, you will also need to provide;

- Drivers' Licence and/or Passport
- Proof of income (pay slip, bank statement, tax return etc.)

Any of the following may further assist you in your application;

- Reference from employer/teacher
- PhotoID (Student Card/Credit Card etc)
- Current utility bills

If your application is successful;

- The first month's rent must be paid prior to start of the tenancy
- One month's bond

Payment may be paid by Cash/Bank Cheque/transfer into;  
Ascend Real Estate Trust Account 033389-246869

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent pursuant to the Residential Tenancies Act 1997.  
I acknowledge that I have read and understood this privacy statement and that all the information in this application (including the reverse side) is true, correct and given of my own free will.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_/\_\_\_/\_\_\_\_\_