

Property Details

Property you are applying for?

Lease Commencement Date?

Day Month Year

Lease Term?

6 months 12 months

How many tenants will occupy the property?

Adults Children Ages

Do you smoke? Y / N

Personal Details

Mr ☐ Ms ☐ Miss ☐ Mrs ☐ Other ☐

Given Names

Surname

Driver's Licence No.

D/Licence Expiry Date

Passport No.

Passport Country

Work Telephone

Mobile Telephone

Home Telephone

Date of Birth

Email Address

What is your current home address?

Why are you leaving this address?

Your first payment with us

Will be required when you attend our office for the Lease signing appointment by way of:

Bank / Counter Cheque or Money Order

NB: We do not accept personal cheques

- 2 Weeks Rent (less Reservation Fee paid) payable to: **Russell Agencies Pty Ltd Trust Account**
- 4 Weeks Rent payable to: **Rental Bond Board**

Employment History

Please provide your employment details

What is your occupation?

Full Time ☐ Part Time ☐ Casual ☐

Employers Name

Employers Address

Contact Name

Telephone

Length of Employment

2nd Employers Name

Employers Address

Contact Name

Telephone

Length of Employment

Contacts & References

Please provide a contact in case of an emergency

Given Name

Surname

Relationship to you

Telephone No.

Please provide a personal reference (not related to you)

Given Name

Surname

Relationship to you

Telephone No.

100 ID Points must be provided

For this Application to be processed:

Mandatory ID – (50 points each)

Drivers License / Current Passport

Birth Certificate

Supporting ID – (20 points each) Student Card

Medicare Card / Electricity & Gas Accounts

Rental Receipts / Social Security Card

Phone Accounts Land or Water Rates

What happens after you apply to rent through us? * Provided sufficient ID has been made available we will then check & confirm all details you have provided. We will process an application usually in 2 working days. However, some delays may be experienced if references or the Property Owners cannot be contacted. The Property Manager & the Property Owner will then evaluate each application on its merits.

A reservation fee of One Weeks rent will be required to remove the property from the availability list if the lease documents are not being signed straight away. This amount forms part of the monies. The successful applicant will then sign the lease documents & pay appropriate monies. In the event that a tenant is unable to proceed, NB. The reservation fee may not be refunded.

Utility connections are the tenant's responsibility. Russell Property Partners or the Property Owners take no responsibility for the supply status.

Privacy Policy

Russell Property Partners is committed to ensuring the confidentiality & privacy of our customer's personal information. In relation to managing personal information, Russell Property Partners abides by the National Privacy Principles contained in the Privacy Act.

For the purpose of assisting you with renting a property for you or to you, we collect & record your personal information to register your contact and property details, maintain our customer rental databases & to administer & invoice accounts. If you do not provide us with your personal details, we may not be able to provide our services to you. If you require further information, or wish to access, update or correct your personal information, please advise as soon as possible.

Signed

Date

Applicant Rental History

Given Names

Surname

Current Address

How long have you lived at your current address?

Years

Months

Landlord/Agent details of this property

Telephone No.

Weekly Rent Paid

\$

Applicant Declaration

- I, the applicant, hereby agree:
- That the above information is true and correct;
- That I have physically inspected the property;
- That I am financially able to meet all commitments under the Residential Tenancy Agreement;
- That Russell Property Partners may check all references & make any enquiries that they feel necessary;
- That I have not declared bankruptcy;
- That information given herewith may be placed on our rental system for the purposes of managing the property applied for & details given herein to tradespeople or people associated in the management of the property.
- That information given in this application may be used to verify with any tenancy databases or agent reference s.
- That if in course of our approved tenancy there is a default or breach of the lease, information given in the application may be placed on a tenancy database (i.e. TICA or similar)
- That permission is given for any information given now, or created through the history of tenancy with Russell Property Partners may be passed on as a future rental reference.
- That information contained herein can be passed onto a debt collector or court of law, if payment of monies owing is required.

If you answer YES to any of the following questions, please provide an explanation

- 1) Have any civil judgements been entered against you for the collection of a debt in the past 10 yrs? **Y / N**
- 2) Have you ever been evicted or have you ever refused to pay Rent for any reason? **Y / N**
- 3) Do you have any pets? **Y / N**
- 4) I do not have a pet but intend to get one **Y / N**
(please supply type, size, age & reference for responsible pet ownership)

I understand that I am required to have:

- a) reference made to the Landlord giving permission for a pet at the property in Lease Agreement
- b) or if not mentioned in the lease, a letter stating that I have permission to keep an animal at the premises from Russell Property Partners, before I purchase a pet.

Details on Question No. ___ and / or I have attached a letter

During your Tenancy with Russell Property Partners, I accept that Payment Receipts & Inspection Notices will be sent via Email & will update address as necessary.

Signed

Date

connectnow.

We get things sorted.

P; 1300 554 323 | F: 1300 889 598

www.connectnow.com.au

Moving home has never been easier

Connectnow is dedicated to helping you move home more easily. We can connect your utilities including electricity, gas, phone, internet and pay TV to a broad choice of leading providers. We can also organise your disconnections and offer a range of additional services, such as cleaning and food services, removalists and vehicle hire.

What's more, you pay no extra charges as a result of using the connectnow service. We will make all reasonable efforts to contact you within 1 working day of receiving this application to explain the details of the services offered. If we are unable to contact you within this period please call 1300 554 323 to ensure your services can be addressed by the required date.

DECLARATION AND EXECUTION/PRIVACY NOTICE: By signing this application and ticking the 'YES' box below, I: consent to the collection of my personal information by Connectnow Pty Ltd (ABN 79 097 398 662) ("connectnow") for the purposes of contacting me to talk about arranging the connection and disconnection of moving and utility services and related services and to inform me about other products and services that may complement my home/lifestyle needs; consent to the disclosure by connectnow of my personal information contained in this application to other parties, including the relevant third party service providers, connectnow's related companies and third parties who provide connectnow with services in connection with the ordinary operation and administration of connectnow's business or where otherwise required or authorised by law; understand that whilst connectnow is unlikely to disclose my personal information to recipients located overseas, connectnow is not responsible for the privacy practices of any third party service providers, and accordingly, I accept that it is my responsibility to check the privacy policies of the relevant service providers if I wish to obtain further information about how they manage personal information (including whether or not they are likely to disclose such information to overseas recipients); understand that my consent to receive such marketing materials will continue until I opt-out by contacting info@connectnow.com.au; understand that the connection and disconnection of moving and utility services and related services (collectively referred to as "the nominated services") will only be initiated once a connectnow representative has discussed the details with me and obtained my consent to the terms and conditions of supply of the relevant service providers; acknowledge that, to the extent permitted by law, neither connectnow nor my real estate agent accepts liability for loss caused by delay in, or failure to, connect and disconnect or provide the nominated services; acknowledge that the nominated services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated service providers bind me and that after hours connections may incur additional service fees from utility providers; authorise the obtaining of a National Metering Identifier or a Metering Installation Registration Number for my residential address to obtain supply details; understand that it is the responsibility of the customer/homeowner to ensure that the electricity main switch is in the "Off Position" for the required timeframe on the day of connection of the nominated utility services and that there is easy access to the meters; understand that connectnow may be paid a fee by the service provider and may pay a fee to a real estate agent in respect of the provision of the services provided to me by connectnow. By signing this application form, I warrant that I am authorised to make this application and to provide the consents, acknowledgements and other undertakings set out in this application form on behalf of all applicants listed on this application form. Where I have nominated an alternative contact person on this application, I authorise connectnow to speak to them about my move and connection and disconnection needs if connectnow is unable to contact me directly.

☐ **Yes, I consent to connectnow contacting me to organise my move home services and other products and services to suit my home or lifestyle needs**

Signed:

Date: