

# RESIDENTIAL RENTAL APPLICATION FORM

For your residential rental application to be processed you must answer all questions

## PROPERTY DETAILS

Address of the property you would like to rent:

Post Code	

Rent:	Per Week	Per Month	Bond
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Will you be applying for a DOH government bond? **Yes** **No**

COMMENCEMENT DATE:

		Day/Month/Year
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LEASE TERM: NUMBER OR OCCUPANTS:

Months	Adults	Children	Ages
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## ESTATE AGENT DETAILS

**Coad Real Estate**

Address: PO Box 3132, Brighton VIC 3186

Phone: 0433 137 196

Email: admin@coadrealstate.com.au

Website: www.coadrealstate.com.au

## OUR MOVING SERVICE

Successful applicants will be contacted by one of our **Movinghub** Movologists to discuss the connection of services such as electricity, gas, water and broadband. We can also source obligation free quotes for removalist, storage, cleaning, maintenance services and much more.



## RENTAL APPLICANT DETAILS

Title:	First Name:	Last Name:
Email:		Date of Birth (For Rental Check Purposes)
Mobile Phone:	Home Phone:	Work Phone/Fax:
Drivers License Number OR Passport Number:	Drivers License OR Passport Expiry Date:	Drivers License State OR Passport Country:
Pension Number (if applicable):		Pension Type (if applicable):
		Fortnightly Centrelink Payment Amount:
Current Address:		Post Code

## DECLARATION

### PRIVACY CONSENT AND TERMS: By reading and signing this form you Acknowledge the following

The rental applicant acknowledges that: First, the Residential Rental Provider's insurance will not cover the rental applicants contents and it is advised that the rental applicant should obtain content and public liability insurance. Second, that the terms and conditions were available at the time of applying as these form part of the residential rental agreement and the rental applicant agrees with these terms and conditions. Third, that unless agreed, otherwise the rental applicant shall be liable for all water costs pertaining to the property. Costs to be calculated on a daily basis. Lastly, please note that our residential rental agreements contain a special cause stating: No smoking inside the premises.

I hereby offer to rent the property from the Residential Rental Provider under a Residential Rental Agreement to be prepared by the Estate Agent. Should the application be accepted by the Residential Rental Provider, I agree to enter into a Residential Tenancy Agreement. I acknowledge that this application is subject to the approval of the Residential Rental Provider. 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 and am not bankrupt. I consent to the disclosure of this page of the Residential Rental Application Form to Movinghub (ABN 64 637 137 154) for the purpose of notifying the water authority and to contact me with regards to services related to moving home. I acknowledge that neither the Estate Agent or Movinghub accept any responsibility for the delay in, or failure to arrange or provide for any connection or disconnection of a utility, or for any such loss in connection such delay or failure. I acknowledge that the Estate Agent and Movinghub may receive a benefit in relation to any services organised. I also authorise the Estate Agent to obtain personal information about me from:

- (a) The Residential Rental Provider or the Estate Agent of my current or previous residences;
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by rental applicant
- (d) If I default under a rental agreement, I agree that the Estate Agent may disclose details of any such default to a tenancy database, and to Estate Agents/Residential Rental Provider of properties I apply for in the future

If I default under a residential rental agreement, I agree that the Estate Agent may disclose details of any such default to a tenancy database, and to estate agent/residential rental provider of properties I apply for in the future.

### I am aware that the estate agent will use and disclose my personal information within this application to:

- (a) Communicate with the Residential Rental Provider and select a rental applicant
- (b) Prepare Residential Rental Agreement 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)
- (f) Refer to collection agents/lawyers (where applicable)
- (g) Complete a credit check with NTD (National Tenancies Database) and TICA

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 Estate Agent can't provide me with the lease tenancy of the premises. I am aware that I may access my personal information on the contact details above.

By signing this application form. I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Your Signature:

Date:

## RENTAL HISTORY

### Current Address

### How long have you lived here?

Why are you leaving current address?

Year/s

Months

Residential Rental Provider/Estate Agent Name:

Residential Rental Provider/Estate Agent Email:

Weekly Rent Paid:

### Previous Address

### How long did you live there?

Previous Residential Address:

Year/s

Months

Residential Rental Provider/Estate Agent Name:

Residential Rental Provider/Estate Agent Email:

Weekly Rent Paid:

## EMPLOYMENT HISTORY

What is your current occupation? (To assess capacity to pay rent)

Type: (To assess capacity to pay rent)

Full Time / Part Time / Casual

Employers Name:

Contact Name:

Phone Number:

Email:

Length of Employment:

Net Income:

Per: Week / Month / Year

Employers Address:

What was your previous occupation? (To assess capacity to pay rent)

Type: (To assess capacity to pay rent)

Full Time / Part Time / Casual

Employers Name:

Contact Name:

Phone Number:

Email:

Length of Employment:

Net Income:

Per: Week / Month / Year

## FOR STUDENTS ONLY

Place of Study:

Course:

Course Length:

Enrollment Number:

Campus Contact:

Phone Number:

Parents Name:

Phone Number:

Parents Address:

Post Code

## OTHER INFORMATION

Make/Type of Car and Registration Number

Details of any Pets:

### PROPERTY MANAGER NAME:

### PROPERTY RENTAL (OFFICE USE ONLY)

\$

Per Week

\$

Per Month

## CONTACTS/REFERENCES

### In Case of Emergency

Last Name:

First Name:

Relationship:

Contact Number:

### Personal References (not related to you)

1. Full Name:

Relationship:

Email:

Contact Number:

2. Full Name:

Relationship:

Email:

Contact Number:

### PLEASE PROVIDE US WITH 100 POINTS OF ID:

40 Points

Drivers License OR Passport OR Proof of Age Card OR Student ID

30 Points

Copy of Gas/Water/Electricity Account

20 Points

Copy of Medicare Card

10 Points

Concession/Pension Card

### HOW DID YOU FIND OUT ABOUT THIS PROPERTY?

The Internet

Local Paper

Board

Counter List

Relocation Company

Referral

Others, please specify: \_\_\_\_\_

## FORM 3 - Residential Tenancies Act 1997

(Section 29C) (Regulation 14)

### STATEMENT OF INFORMATION FOR RENTAL APPLICANTS

1. Discrimination is treating, or proposing to treat, someone unfavourably because of a personal attribute. Discrimination is also imposing an unreasonable requirement, condition or practice that disadvantages persons with a personal attribute.
2. In Victoria it is unlawful to discriminate against someone in relation to certain personal attributes. This means that residential rental providers (rental providers) and real estate agents cannot refuse you accommodation or discriminate against you during your tenancy on the basis of personal attributes protected by law. The following is a list of some protected attributes that are sometimes discriminated against in the rental market— age; disability (including physical, sensory, intellectual disability and mental illness); employment activity; expunged homosexual conviction; gender identity; industrial activity (including union activity); marital status; parental status or status as a carer; physical features; political belief or activity; pregnancy or breastfeeding; race; religious belief or activity; lawful sexual activity or sexual orientation; sex or intersex status; association with someone who has these personal attributes.
3. These personal attributes are protected by law and extend to agreements under the **Residential Tenancies Act 1997** (the Act). It is against the law for a rental provider or their agent to treat you unfavourably or discriminate against you because of these personal attributes when you are applying for a rental property, occupying a rental property or leaving a rental property.
4. Discrimination on the basis of any of these personal attributes may contravene Victorian laws including the Act, the **Equal Opportunity Act 2010** (the Equal Opportunity Act), and a range of Commonwealth Acts including the Age Discrimination Act 2004, the Disability Discrimination Act 1992, the Racial Discrimination Act 1975 and the Sex Discrimination Act 1984.
5. In some limited circumstances, discrimination may not be unlawful, including accommodation provided for children, shared family accommodation, and student accommodation. For example, a community housing provider who is funded to provide youth housing may positively discriminate to provide accommodation for a young person. For more information, contact the Victorian Equal Opportunity and Human Rights Commission (VEOHRC).
6. **Scenarios and examples of unlawful discrimination in applying for a property**
  - Refusing or not accepting your application because you have children, unless the premises is unsuitable for occupation by children due to its design or location.
  - Processing your application differently to other applicants and not giving your application to the rental provider because you have a disability or because of your race.
  - Offering you the property on different terms by requiring more bond or requiring you to have a guarantor because of your age.
  - Refusing to provide accommodation because you have an assistance dog.
7. **Scenarios and examples of unlawful discrimination when occupying or leaving a property**
  - Refusing to agree to you assigning your lease to someone else because of that person's personal attributes.
  - Refusing to allow you to make reasonable alterations or modifications to the property to meet your needs if you have a disability.
  - Extending or renewing your agreement on less favourable terms than your original agreement based on your protected attributes (e.g. due to a disability).
  - Issuing you with a notice to vacate based on your protected attributes.

The examples listed and similar actions could contravene the Act, the Equal Opportunity Act, or the Commonwealth Acts.

#### Getting help

8. If a rental provider or a real estate agent has unlawfully discriminated against you and you have suffered loss as a result, you may apply to VCAT for an order for compensation under section 210AA of the Act. VCAT may be contacted online at [vcat.vic.gov.au/](http://vcat.vic.gov.au/) or by calling 1300 018 228.
9. If you would like advice about unlawful discrimination in relation to an application to rent or an existing agreement you may call Victoria Legal Aid on 1300 792 387.
10. If you feel you have been unlawfully discriminated against when applying to rent, or once you have occupied a property, you or someone on your behalf may make a complaint to VEOHRC at [humanrightscscommission.vic.gov.au/](http://humanrightscscommission.vic.gov.au/) or by calling 1300 292 153.