

# Tenancy Application Form



Address of property you are applying for

## Tenancy Requirements

Length of tenancy  Rent  /week Bond  Commencement Date

Primary Applicant  Other applicants

Number of Occupants  Adults  Children  Pets Y/N  Type of Pet/Breed

## National Tenancy Database Disclosure Statement

You can contact National Tenancy Database Pty Ltd (ABN 26 000 602 862) NTB by Telephone: (03) 8629 1608 Facsimile: (03) 8629 1650 Address: P.O. Box 13294 George St, Brisbane QLD 4003 Website: [www.ntd.net.au](http://www.ntd.net.au)

NTD collects your personal information to provide its members and others listed below, historical tenancy and public record information on individuals and companies who/which lease residential and commercial property from or through licensed real estate agent members of NTD. NTD also provides credit information on companies / directors applying for commercial leases.

The real estate agent/property manager will advise NTD of your conduct throughout the lease / tenancy, and the information will form part of your tenant history.

NTD usually discloses information to:

- Licensed real estate agent members
- NTD's parent company, Collection House Limited
- ABN 26 000 602 862 and its subsidiaries and related entities
- Credit Bureaus

If your personal information is not provided to NTD the real estate agent/property manager will not be able to carry out their professional responsibilities and will not be able to provide you with a lease/tenancy of the premises.

## Tenancy Disclosure Statement

The information on this form is being collected by Mepro. It is a condition of application for tenancy that you consent to the collection and use of your personal information by Mepro. We require this information so that we may consider your application to tenant/lease a property. We may provide this information and any or all of the information provided to us by any party to any third party including Landlords, Landlord's Agents and Solicitors and various government or statutory authorities in the interests of openness and transparency between all parties concerned. We may also contact personal and credit referees you nominate and exchange personal information according to normal commercial practice. Your personal information will be added to our database and may be used for the secondary purpose of providing you with further information about properties and services offered by Mepro. It is your responsibility to ensure information you provide is correct at all times.

## Declaration Statement

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 Landlord or Agent if the application is unsuccessful or should the premises not be available for occupation on the due date for whatever reasons

Mepro cannot confirm that any telephone line to the property is operable or able to be reconnected. It is the tenants' responsibility to check with the telephone provider to confirm the line arrangement and pay for line connection. Under the Residential Tenancies Act 1997, the tenant is responsible for any utilities which are separately metered at the leased property. Mepro uses Connectnow to ensure this process is effectively completed.

The tenant acknowledges that the premises are a "Smoke Free Zone" and will ensure that they and their invitees do not smoke inside the premises.

I acknowledge that I have read and understood the privacy statements on this page.

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

During my inspection of this property I found it to be in reasonably clean condition and I accept the property in the current condition. If this is not the case, please indicate any items you would like attended to prior to your tenancy. I acknowledge that these items are subject to owner's approval.

Applicant Print Name \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Moving made easy with our FREE and simple service.

PH: 1300 554 323 | Fax: 1300 889 598 | [info@connectnow.com.au](mailto:info@connectnow.com.au) | [connectnow.com.au](http://connectnow.com.au)

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.

**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](http://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 [privacy@connectnow.com.au](mailto:privacy@connectnow.com.au). To the extent permitted by law, connectnow is not responsible or liable for delayed or failed connections or the service providers' connection charges, which you must pay to them directly. Connectnow may be paid a fee by service providers and may pay a fee to real estate agents relating to services provided to you. 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 home services**

**connectnow.**  
We get things sorted.

Signed: \_\_\_\_\_ Date \_\_\_\_\_

## Supporting Documentation

When submitting an application, you must include at least **2 items from section One & Two, 1 item from section Three per applicant**

### Section One

Drivers License  
Proof of Age Card  
Passport  
Medicare Card

### Section Two

Bank Statement  
Current Pay Slips (minimum of 2)  
If new job - Letter of confirmation incl. salary  
Statement of Centrelink Entitlements  
Parental Guarantee (if applicable)

### Section Three

Previous 4 rent receipts (or ledger)  
Utilities or phone account

## Applicant Details

Mr /Mrs /Miss /Ms /Prof /Dr Full Name:  Smoker:  Yes/No  
Date of Birth  Contact Number  Email:   
Drivers License No  EXPIRY DATE  LICENSE STATE   
VEHICLE REG  PASSPORT NO  Country of issue

## Emergency Contact

Name  Relationship  Contact No.   
Address

## Current Address

Current Address  Current Rent: \$  /week  
Agent / Landlord Contact Number:  Email   
Length of Stay  Years  Months Reason for leaving   
Was your bond refunded in full?  Yes / No No, please specify

## Previous Rental Details

Previous Address  Current Rent: \$  /week  
Agent / Landlord Contact Number:  Email   
Length of Stay  Years  Months Reason for leaving   
Was your bond refunded in full?  Yes / No No, please specify

## Current Employment/Self Employed

Company name  Company address   
Occupation/ Position  Nature of employment  Length of employment   
Income:  Manager/Accountant  Contact Number

## Student

Institution  Course Name:  Campus   
Student Number  Source of income  Income:

## References

### Professional Referees

Name  Occupation  Relationship  Phone

### Personal Referees

Name  Occupation  Relationship  Phone

## Before I submit this application, I have:

- Attached photocopies of supporting documents
- Inspected the property both internally and externally
- Provided all contact details and documentation for confirmation of income source
- Completed all details in full on the application form
- Read and signed NTD Disclosure Statement, Declaration Statement and Tenancy Disclosure Statement