**Residential Application Form**

For your application to be processed you must answer all questions

(including the reverse side)

A Photocopy of your current driver’s license (front & back) is required

**A. AGENT DETAILS**

MC Property Group

PO BOX 26

Highpoint City, Maribyrnong 3032

Phone: 0400516559

Email: michelle@mcpropertygroup.com.au

Web: [www.mcpropertygroup.com.au](http://www.mcpropertygroup.com.au)

**B. PROPERTY DETAILS**

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

|  |
| --- |
|  |
|  |

**2. Lease commencement date?**

|  |  |  |
| --- | --- | --- |
| Day | Month | Year |

**3. Lease term?**

|  |  |
| --- | --- |
| Years | Months |

**4. Lease names**

|  |
| --- |
|  |
|  |

**5. Property rental**

|  |  |
| --- | --- |
| Per week $ | Per Month $ |

**6. How many people will normally occupy the property?**

|  |  |
| --- | --- |
| Adults  Children |  |

**C. PERSONAL DETAILS**

**7. Please give us your details**

|  |  |  |  |
| --- | --- | --- | --- |
| Mr  Surname | Ms | Miss | Mrs |

Given Name/s

Date of Birth

Driver’sLicence

Driver’s Licence expiry date Driver’s license state

Passport no. Passport country

**8. Please provide your contact details**

Home phone no.

Mobile Phone no.

Work phone no.

Email address

**9. What is your current address?**

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**D. UTILITY CONNECTIONS**

This is a FREE service that connects all your utilities and other services. **MC Property Group** can help arrange for the connection or provision of the following utilities and other services:

**- Electricity - Phone Internet - Removalist - Self Storage Pay---Insurance - Cleaners - Gas**

**-Water**

**10**. Please tick this box if you would like **MC Property Group** to contact you in relation to connection of any of the above utilities and other services.

**Once Connect Now has received your application we will make all reasonable efforts to contact you within 24 hours of the nearest business day to identify how we can help.**

**You agree and acknowledge:**

**(1.)** That you accept the Connect Now Terms and Conditions that may be accessed at [www.connectnow.com.au](http://www.connectnow.com.au).

**(2.)** You authorise and invite Compare & Connect to contact you by telephone, email, text message, MMS or any other form of communication in order to provide the services requested by you even if your details are registered on the Do Not Call Register.

**(3.)** That Connect Now may share your details with their suppliers and service providers in order to facilitate the connection and/or disconnection of the requested services.

**(4.)** That Connect Now may receive a fee from the suppliers and service providers, part of which may be paid to a Compare & Connect referral partner and you are not entitled to any part of any such fee.

**(5.)** That Connect Now does not accept any liability on behalf of the suppliers and providers.

**You further authorise Compare & Connect to:**

**(6.)** Obtain the National Metering Identifier and/or Meter Installation Reference Number of the properties that you are vacating and/or relocating to.

**(7.)** Contact you with future promotions and offers.

**By signing this application form** you warrant that you are authorised to make this application and provide the invitation, consents, acknowledgements, authorisations and undertakings set out in this application form on behalf of all of the applicants listed herein.

**E. DECLARATION**

I hereby offer to rent the property from the owner under a lease to be prepared by MC Property Group. Should this application be accepted by the landlord I agree to enter Into a Residential Tenancy Agreement. 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 NTD, TICA or TRA for the purpose of checking your tenancy history; I am aware that I may access my personal information by contacting

•NTD: 1300 563 826

• TICA: 1902 220 346

• TRA: (02) 9363 9244

**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)**

**(f) refer to collection agents/lawyers (where applicable)**

**(g) complete a credit check with NTD (National Tenancies Database)**

**(h) transfer water account details into my name**

**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**

|  |  |
| --- | --- |
| X |  |

Both sides of this Application must be completed.

**F. APPLICANT HISTORY**

**11. How long have you lived at your current address?**

Years Months

|  |  |
| --- | --- |
|  |  |

**12. Why are you leaving this address?**

|  |
| --- |
|  |

**13. Please tell us about this rented property**

Name of Agent Landlord

|  |  |
| --- | --- |
|  |  |

Landlord/agent’s phone no. Weekly rent paid

|  |  |
| --- | --- |
|  |  |

**14. What was your previous residential address?**

|  |
| --- |
|  |
|  |

**15. How long did you live at this address?**

|  |  |
| --- | --- |
| Years | Months |

**16. Please give us further information about this rented property**

Name of landlord or agent

|  |
| --- |
|  |

Landlord/agent’s phone no. Weekly rent paid

|  |  |
| --- | --- |
|  |  |

Was bond refunded in full? If not, why?

|  |  |
| --- | --- |
|  |  |

**G. EMPLOYMENT HISTORY**

**17. Please provide your employment details**

What is your occupation?

|  |
| --- |
|  |

What is the nature of your employment?

|  |
| --- |
|  |

Employer’s name (inc. **accountant** if self employed or institution if a student)

|  |
| --- |
|  |

Employer’s address

|  |
| --- |
|  |
|  |

Contact name Phone no.

|  |  |
| --- | --- |
|  |  |

Length of employment Gross income (PA)

|  |  |
| --- | --- |
|  |  |

Years Months

Source of other income Gross income (PA)

|  |  |
| --- | --- |
|  |  |

**18. Please provide your previous employment details**

Occupation

|  |
| --- |
|  |

Employer’s name

|  |
| --- |
|  |

Length of employment Gross income (PA)

|  |  |
| --- | --- |
|  |  |

Years Months

Contact name Phone no.

|  |  |
| --- | --- |
|  |  |

**CONTACTS / REFERENCES**

**19. Please provide a contact in case of emergency/ Next of kin**

Surname Given name/s

|  |
| --- |
|  |

Relationship to you Phone no.

|  |  |
| --- | --- |
|  |  |

**20. Please provide two personal references (not related to you)**

1. Surname Given name/s

|  |  |
| --- | --- |
|  |  |

Relationship to you Phone no.

|  |  |
| --- | --- |
|  |  |

2. Surname Given name/s

|  |  |
| --- | --- |
|  |  |

Relationship to you Phone no.

|  |  |
| --- | --- |
|  |  |

**H. OTHER INFORMATION**

**21. Car Registration Make/ Model**

|  |
| --- |
|  |

**22. Do you have any pets: Yes No**

**If yes, please specify:**

Breed / type Council registration / number

|  |
| --- |
| 1. |
| 2. |

**23. How did you find this property?**

Internet Other

**PLEASE NOTE**

Initial payments must be made by bank cheque or electronic transfer within 24 hours after approval of application. NO PERSONAL CHEQUES PLEASE. All

monthly rent is to be paid by direct debit to Marshall White.

Keys will not be handed over until the lease agreement has been signed by all applicants and cleared funds of bond and first months rent has been received.

This application is accepted subject to the availability of the property on the due date and no action shall be taken by the applicant against the landlord and the

agent should any circumstances arise whereby the property is not available for occupation on the due date.

**DISCLAIMER I confirm the following:**

1. During my inspection of this property I found it to be in reasonably

clean condition, OR

2. I believe the following items should be attended to prior to my tenancy commencing. I acknowledge that these items are subject to the owners’ approval.

Signature Date

|  |
| --- |
| x |

**PLEASE PROVIDE US WITH 100 POINTS OF IDENTIFICATION**

Driver’s License 50

Passport 50

Proof of Age Card 50

Student ID Card 50

Copy of mobile phone account 20

Copy of Medicare Card 20

Concession / Pension Card 10

Copy of gas / water / electric