



# LUXE

PROPERTY

1348 Malvern Road, Malvern Vic 3144

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## TENANCY APPLICATION FORM

**For your application to be processed you must have viewed the property & completed all sections**

### PROPERTY DETAILS

**Address:** .....

**Rental:** \$.....pw    \$.....pcm    **Bond:** \$.....

**Commencement Date:** .....

**Lease Term:**.....months      **Have you applied for another rental property?** Yes/No

**No. of occupants:** Adults..... Children..... Ages.....

**Pets:** Yes/No    **How many?**.....    **Breed & Type**.....

### PERSONAL DETAILS

**Title:** Mr Ms Miss Mrs Other.....

**Surname:** .....

**Given Name/s:** .....

**Phone:** (W)..... (H)..... (M).....

(F)..... **Email**.....

**Date of Birth:**...../...../.....    **Own Car?** Yes/No    **Registration:**.....

**Drivers License No:**..... Exp ...../.....    (copy must be attached & legible)    **OR**

**Passport No:**..... Exp...../.....    (copy must be attached & legible)

**\*\* All applicants will be required to attach 100 points of ID – Refer to last page for clarification\*\***

**Current Address:** .....

**How long at this address?** Years..... Months.....

**Reason for leaving?** .....

**Landlord/Agent:**..... **Contact no:**.....

**Landlord/Agent Email (if not in Australia):**.....

**Rent Paid:** \$.....pw    \$.....pcm

Previous Address:.....

How long at this address? Years..... Months.....

Reason for leaving?.....

Landlord/Agent:..... Contact no:.....

Landlord/Agent Email (if not in Australia):.....

Rent Paid: \$......pw \$......pcm

Was bond refunded in full? Yes/No If no, why not? .....

**EMPLOYMENT DETAILS    \*\*Please provide a copy of a Payslip or Group Certificate**

Occupation:.....  
(If self employed, please provide Accountant details)

Name of Employer:.....

Address:.....

How long employed there? Years..... Months..... Gross Income: \$......Per Annum

Contact person:..... Contact PH:.....

Contact Email (if not in Australia):.....

Name of Previous Employer:.....  
(If self employed, please provide Accountant details)

How long employed there? Years..... Months.....

Address:.....

Contact person:..... Contact PH:.....

Contact email (if not in Australia):.....

**REFERENCES**

(1) Name:.....

Relationship to applicant:.....

Contact: (W)..... (H)..... (M).....

Contact Email (if not in Australia):.....

(2) Name:.....

Relationship to applicant:.....

Contact: (W)..... (H)..... (M).....

Contact Email (if not in Australia):.....

**Emergency Next of Kin: (Must be a family member not living with you)**

**Name:**.....

**Relationship:**.....

**Address:**.....

**Contact:** (W)..... (H)..... (M).....

**Contact Email (if not in Australia):**.....

I acknowledge that this application is subject to the approval of the Owner/Landlord. I declare that all information contained in this application form is true and correct and given of my own free will. I declare that I have inspected the premises.

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

If I default under a rental agreement, 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 organisations/tradespeople to contact me
- (D) Lodge/Claim/Transfer to/from the Residential Tenancies Bond Authority
- (E) Refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (F) Refer to collection Agents/Lawyers (where applicable)

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. I am aware that I may access personal information on the contact details above.

**Signature:**.....

**Date:** ...../...../.....

Please attach **100 points** of legible ID as detailed below when submitting your application form:

|   |                       |
|---|-----------------------|
| <b>Drivers License</b> .....                  | <b>50 points each</b> |
| <b>Passport</b> .....                         | <b>50 points</b>      |
| <b>Proof of Age Card</b> .....                | <b>50 points</b>      |
| <b>Student ID</b> .....                       | <b>50 points</b>      |
| <b>Rates Notice</b> .....                     | <b>50 points</b>      |
| <b>Copy of recent utility account</b> .....   | <b>30 points</b>      |
| <b>Copy of recent telephone account</b> ..... | <b>30 points</b>      |
| <b>Concession or Pension Card</b> .....       | <b>10 Points</b>      |