

Residential Application Form

Please be advised, this application will only be processed once ALL details have been completed and all copies of all supporting documents attached. Each applicant must submit an individual form.



A. AGENT DETAILS

OnTrend Property Group
 PO Box 1625, MOOLOOLABA QLD 4557
 Phone: 0407 127 072
 Email: kristy@ontrendpropertygroup.com.au

B. PROPERTY DETAILS

1. Address of Property?

 Postcode

2. Lease commencement date?
 Day Month Year

3. Lease term?
 Years Months

4. How many tenants will occupy the property?
 Adults Children; Ages:

5. How did you find this property?
 Newspaper Internet Office rental list
 Board Office Window Sign Board at property
 Referral Other, please specify:

C. PERSONAL DETAILS

6. Please give us your details.
 Mr Ms Miss Mrs Other
 Surname Given name/s
 Date of Birth Driver's licence number
 Driver's licence expiry date Driver's licence state
 Passport number Passport country
 Pension number (if applicable) Pension type (if applicable)

7. Please provide your contact details.
 Home phone number Mobile phone number
 Work phone number Fax number
 Email address

8. What is your current address?

 Postcode

D. FREE UTILITY CONNECTION SERVICE

on the move

Let **On The Move** reduce your stress and save you time by arranging your utility connections at the property at no extra cost! We will contact you within 2 hours to confirm.

ELECTRICITY, GAS, TELEPHONE, INTERNET, FOXTEL, TENANCY INSURANCE
Ph: 1300 850 360 Fax: 1300 661 160

Terms & Conditions – By not ticking the box below, you are consenting to On The Move contacting you to arrange your service. On The Move may need to disclose personal information to utility companies to arrange your services. On The Move and your agent do not accept responsibility for any delay or failure to connect your services. Standard connection fees & bonds may apply.
 No, I will connect the required utilities of my own accord.

E. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancies 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 my 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, 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/trades people 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)
 (g) complete a credit check with NTD (National Tenancies Database - Phone 1300 563 826 – Email info@ntd.net.au)

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 consent to the disclosure of this page of the application form to **On The Move** ABN 84 101 648 257 for the purpose of enabling **On The Move** to offer the connection and disconnection services to me. Where **On The Move** is requested to arrange for the provision of the services, I consent to **On The Move** disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I acknowledge that neither **On The Move** nor the Agent accept any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. I acknowledge that the Agent, its employees and **On The Move** may receive a benefit in relation to the connection of a utility service.

Signature **Date**

PROPERTY MANAGER (OFFICE USE ONLY)

Property Manager:

Application faxed to On The Move (if required).

F. APPLICANT HISTORY**9. How long have you lived at your current address?**

	Years		Months
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10. Why are you leaving this address?

11. Landlord/Agent details of this property (if applicable).

Name of landlord or Agent

Landlord/Agent's phone number

Weekly rent paid

	\$
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12. What was your previous residential address?

	Postcode
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13. How long did you live at this address?

	Years		Months
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14. Landlord/Agent details of this property (if applicable).

Name of landlord or Agent

Landlord/Agent's phone number

Weekly rent paid

	\$
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Was bond refunded in full? If NO, why not?

<input type="checkbox"/> YES	<input type="checkbox"/> NO	
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G. EMPLOYMENT HISTORY**15. Please provide your employment details.**

What is your occupation?

What is the nature of your employment? (Please circle)

FULL-TIME	PART-TIME	CASUAL
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Employer's name (accountant if self-employed or institution if a student)

Employer's address (accountant if self-employed or institution if a student)

	Postcode
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Contact name

Phone number

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Length of employment

Net income

	Years		Months	\$
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16. Please provide your previous employment details.

Occupation

Employer's name

Length of employment

Net income

	Years		Months	\$
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H. CONTACTS / REFERENCES**17. Please provide a contact in case of emergency.**

Surname

Given name/s

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Relationship to you

Phone number

--	--

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

1. Surname

Given name/s

Relationship to you

Phone number

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2. Surname

Given name/s

Relationship to you

Phone number

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I. OTHER INFORMATION**19. Car Registration.**

20. Please provide details of any pets.

Breed / type

Council registration / number

21. Are you a smoker?

<input type="checkbox"/> YES	<input type="checkbox"/> NO
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J. PAYMENT DETAILS**Property Rental**

\$	per week	OR	\$	per month
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Rental Bond (4 x weeks rent)

\$

First payment of rent in advance (2 weeks rent)

\$

Total

\$

K. 100 POINTS OF ID REQUIRED**We require 100 points of ID. You must have:**

- **A current driver's license or other photo ID**
- **Current proof of income**
- **Current rent ledger (if renting)**

Applications without 100 Points of ID will not be accepted.**100 Point Check**

Driver's License	40
Passport	40
Birth Certificate/Extract	30
Other Photo ID	30
Current proof of income	20
Previous Landlord Reference	20
Rent Ledger from other Agent	20
Pension Card	20
Rates Notice (Proof of Ownership)	20
Motor Vehicle Registration Certificate	10
Bank Statement / Bank Card	10
Phone / Electricity / Gas Account	10
Medicare / HealthCare Card	10

Signature of Landlord's Agent**Date**

X	
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