

Residential Rental Application Form

For your application to be processed you must answer all questions
(Including the reverse side)

Please note: Mention of "RRP" refers to "Residential Rental Provider"



JanelleStevens
PROPERTY

A. AGENT DETAILS

Janelle Stevens Property

122 Queen Street, Bendigo VIC 3550
0417 835 127
rentals@janellestevens.com.au

PLEASE PROVIDE 100 POINT OF IDENTIFICATION

The Applicant, by signing this Application, hereby authorises the Agent to make and retain copies of the documents referred to below.

50 Points (each) Last 4 rent receipts; copy of rates notice (if you own your own property)

40 Points Driver's licence

30 Points Photo I.D. or Passport

10 Points Current motor vehicle registration; Copy of birth certificate; Copy of previous phone, electricity, gas account; proof of current bank balance

B. PROPERTY DETAILS

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

Postcode	

Property Rental

\$	/week	\$	/month	\$
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Bond amount

2. Rental commencement date?

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

Rental term?

	Years		Months
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4. How many people will occupy the property?

	Adults		Children		Ages
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C. PERSONAL DETAILS

5. Please give us your details (note that each adult must complete an application and provide 100 points of ID)

Surname

Given Name/s

Driver's licence number

Driver's licence state

Driver's licence expiry date

Passport no.

Passport country

Pension no. (if applicable)

Pension type (if applicable)

6. Please provide your contact details

Home phone no.

Mobile phone no.

Work phone no.

Fax no.

Email address

7. What is your current address?

Postcode	

D. UTILITY CONNECTIONS

myconnect[®]
a really smart move

MyConnect will call you to arrange free connection of your required utilities



Please select the required utilities:

<input checked="" type="checkbox"/> Water (compulsory)	<input type="checkbox"/> Electricity	<input type="checkbox"/> Gas	<input type="checkbox"/> Telephone
<input type="checkbox"/> Internet	<input type="checkbox"/> Pay TV	<input type="checkbox"/> Interpreter required	

Unless I have opted out of this section, I/we:

Consent to the disclosure of information on this form to myconnect ABN 65 627 003 605 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.

☐ **Tick here to opt out**

☎ 1300 854 478 ✉ enquiry@myconnect.com.au 🌐 myconnect.com.au

E. DECLARATION

I hereby offer to rent the property from the Residential Rental Provider (RRP) under a lease to be prepared by the Agent. Should this application be accepted by the RRP I agree to enter in to a Residential Rental 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 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, the renter, accept the property in the condition it was in when inspected.

I authorise the Agent to obtain personal information about me from:

- (a) The RRP or the Agent of my current or previous residences;
 - (b) My personal referees and employer/s;
 - (c) Any record listing or database of defaults by renters;
- Any record listing or database of defaults by renters such as TICA, NTD or TRA for the purpose of checking your renting history.

I am aware that I may access my personal information by contacting:

TICA 1902 220 346
NTD 1300 563 826
TRA (02) 9363 9244

I am aware that the Agent will use and disclose my personal information within this application in order to:

- (a) communicate with the RRP and select a renter
- (b) prepare lease/tenancy documents
- (c) allow trades-people 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 check with Tenancy Databases
- (h) transfer water account details into my name via MyConnect

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/rental of the premises. I am aware that I may access personal information on the contact details above.

Signature

Date

X

F. APPLICANT HISTORY			
8. How long have you lived at your current address? <div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 40px; height: 25px; margin-right: 5px;"></div> <div style="margin: 0 5px;">Years</div> <div style="border: 1px solid black; width: 40px; height: 25px; margin-right: 5px;"></div> <div style="margin: 0 5px;">Months</div> </div>			
9. Why are you leaving this address? <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>			
10. Residential Rental Provider/Agent details of this property <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>			
RRP/Agent Phone No.		Weekly Rent	
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>		<div style="border: 1px solid black; height: 20px; width: 100%; text-align: center;">\$</div>	
11. What was your previous residential address? <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>			
12. How long did you live at this address? <div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 40px; height: 25px; margin-right: 5px;"></div> <div style="margin: 0 5px;">Years</div> <div style="border: 1px solid black; width: 40px; height: 25px; margin-right: 5px;"></div> <div style="margin: 0 5px;">Months</div> </div>			
13. Residential Rental Provider/Agent details of this property <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>			
RRP/Agent Phone No.		Weekly Rent	
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>		<div style="border: 1px solid black; height: 20px; width: 100%; text-align: center;">\$</div>	
G. EMPLOYMENT HISTORY			
14. Are you self employed? <div style="display: flex; align-items: center;"> <div style="margin-right: 10px;"> <input type="checkbox"/> No - skip to Q16 </div> <div> <input type="checkbox"/> Yes - (you MUST complete Q15 & supply your most recent BAS Statement) </div> </div>			
15. Self employment details <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> Your ABN <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> </div> <div style="width: 45%;"> Accountant Name <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> Accountant Phone no. <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> </div> <div style="width: 45%;"> Accountant Email <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> </div> </div>			
16. Please provide your employment details What is your occupation? <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>			
What is the nature of your employment? (FULL TIME/PART TIME/CASUAL) <div style="border: 1px solid black; height: 20px; width: 150px; margin-left: 10px;"></div>			
Employer's name (inc. institution if student) <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>			
Employer's address <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>			
Contact name		Phone no.	
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>		<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
Length of employment		Net Income	
<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 40px; height: 25px; margin-right: 5px;"></div> <div style="margin: 0 5px;">Years</div> <div style="border: 1px solid black; width: 40px; height: 25px; margin-right: 5px;"></div> <div style="margin: 0 5px;">Months</div> </div>		<div style="border: 1px solid black; height: 20px; width: 100%; text-align: center;">\$</div>	
17. Please provide your previous employment details Occupation? <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>			
Employer's name		Phone no.	
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>		<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
Length of employment		Net Income	
<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 40px; height: 25px; margin-right: 5px;"></div> <div style="margin: 0 5px;">Years</div> <div style="border: 1px solid black; width: 40px; height: 25px; margin-right: 5px;"></div> <div style="margin: 0 5px;">Months</div> </div>		<div style="border: 1px solid black; height: 20px; width: 100%; text-align: center;">\$</div>	

H. CONTACTS / REFERENCES	
18. Please provide a contact in case of emergency <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">Surname</div> <div style="width: 45%;">Given name/s</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 45%;">Relationship to you</div> <div style="width: 45%;">Phone no.</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> </div>	
19. Please provide 2 personal references (not related to you) <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">1. Surname</div> <div style="width: 45%;">Given name/s</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 45%;">Relationship to you</div> <div style="width: 45%;">Phone no.</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;">2. Surname</div> <div style="width: 45%;">Given name/s</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 45%;">Relationship to you</div> <div style="width: 45%;">Phone no.</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> </div>	
I. OTHER INFORMATION	
20. Car Registration <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>	
21. Please provide details of any pets <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;">Breed/type</div> <div style="width: 35%;">Council registration / number</div> </div> <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>	
IF YOU ARE A STUDENT	
22. If applicable, please provide details of your study Name of Learning Institution <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;">Faculty/Department</div> <div style="width: 45%;">Course Name</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;">Student union number</div> <div style="width: 45%;">Student I.D. number</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> </div>	
23. If not previously stated, please state your income details <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">Income source</div> <div style="width: 45%;">Net income per week</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="border: 1px solid black; width: 45%; height: 20px; text-align: center;">\$</div> <div style="border: 1px solid black; width: 45%; height: 20px; text-align: center;">\$</div> </div>	
PLEASE NOTE	
Initial payments must be made by the applicant by Bank Cheque, Money Order or Cash within 24 hours of approval of the applicant (no personal cheques will be accepted). Our preferred method of payment for subsequent rental payments is by EFT. Keys will not be released until the rental agreement has been signed, and both rental and bond payments have been made. 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 RRP or Agent should any circumstance arise whereby the property is not available for occupation on the due date.	
Signature	Date
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Print Name	
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	

Residential Tenancies Act 1997

(Section 29C)

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.
8. Getting help
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/ 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 humanrightscommission.vic.gov.au/ or by calling 1300 292 153.