

Residential Rental Application

Please complete all required fields below
for your application to be processed.



PROPERTY APPLYING FOR

Address	Have you inspected the home?	Date of inspection
	Yes	No

Lease details

Preferred start date	Weekly rent (\$)	Preferred length of lease (years, months)
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YOUR DETAILS

First name	Middle name (optional)	Last name	Date of birth (optional)
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Note Your DOB may be used to verify your identity. If your application is successful, your DOB may be used to assist with your connection of utilities.

Mobile number	Work/home number	Email
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Tell us a bit about yourself! (optional)

Identification

Type

Passport	Driver's license	Birth certificate	Other — Please specify:
ID number		State/country of issue	Expiry date

Emergency contact

Name	Relationship	Phone	Email
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Personal references

Name	Relationship	Phone	Email
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YOUR DETAILS

Continued

Current living arrangements

Type

Renting through an agent

Renting through a private rental provider

Own your own home

Living with friends/family

Current address

Monthly rent (\$)

Move in date

Length of stay (years/months)

Reason for leaving (optional)

Rental provider/agent's name

Rental provider/agent's email

Rental provider/agent's phone

Previous living arrangements

Type

Renting through an agent

Renting through a private rental provider

Own your own home

Living with friends/family

Current address

Monthly rent (\$)

Move in date

Move out date

Length of stay (years/months)

Reason for leaving (optional)

Rental provider/agent's name

Rental provider/agent's email

Rental provider/agent's phone

Investment property

Do you have an investment property?

Yes

No

If **Yes**, please complete following.

Number of properties owned

Approximate weekly rental

Property address/es

Current Employment

Status

Employed

Self-employed/run my own business

Not currently employed

Studying

Retired

Company name

Company address

Position

When did you start?

Length of employment

YOUR DETAILS

Continued

Current employment (Continued)

Annual salary (\$)			Is this salary inclusive of super?		
	Gross	Net	Yes	No	
Weekly salary (\$)			Employment type		
	Gross	Net	Full time	Part time	Casual
Manager's name			Manager's email		Manager's phone
<i>If you run your own business</i>					
Company name			ACN or ABN		Date company established
Accountant's name			Accountant's email		Accountant's phone

Previous Employment

Company name			Company address		
Position			When did you start?		When did you finish?
Annual salary (\$)			Is this salary inclusive of super?		
	Gross	Net	Yes	No	
Weekly salary (\$)			Employment type		
	Gross	Net	Full time	Part time	Casual
Manager's name			Manager's email		Manager's phone

Student Details

Name of institution			Course name		
Student/enrolment number			Course duration		Anticipated graduation date
Source of income/support			Net weekly amount (\$)		
Employed	Government benefit/support	Money from parent/guardian			
Scholarship	No income/support				
Other — Please specify					

OCCUPANCY

How many other people will be occupying the property?

Number of adults

Number of children

Note All occupants 18+ years must submit a separate application and be on the Rental Agreement.

Other occupants

Name/s

Are they aged 18 or over?

Relationship to you

Yes

No

Yes

No

Yes

No

Yes

No

PETS

Do you have a pet/s that will be living with you at the property?

Yes

No

If **Yes**, please complete below.

Number of pets

Name/s

Type

Breed/s (optional)

Age (years)

Dog

Cat

Other — Please specify:

What is your pet like? Tell us a bit about them! (optional)

VEHICLES

Do you have a vehicle/s that will be parked at the property?

Yes

No

If **Yes**, please complete below.

Number of vehicles

Vehicle type/s

Make and model of vehicle/s (optional)

MOVING SERVICES



MyConnect is a free service, dedicated to helping you move home more easily. They can connect your utilities to a broad choice of leading providers, and assist with arranging removalists, cleaning and vehicle hire.

Yes! I want MyConnect to contact me and I agree with their Terms & Conditions

No, I do not require this service

Signature

Date

DECLARATION

I acknowledge that this is an application to lease the property for which I am applying and that my application is subject to the rental provider's approval. I hereby offer to rent the property from the rental provider under a lease to be prepared by the Agent pursuant to the *Residential Tenancies Act 1997*.

I acknowledge that I will be required to pay rent in advance and a rental bond, and that this application is subject to approval from the rental provider. I declare that all information contained in this application 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 details of my credit worthiness from the rental provider or agent of my current or previous residence, my personal referees, any record, listing or database of defaults by renters. If I default under a rental agreement, the Agent may disclose details of any such default to any person whom the Agent reasonably considers has an interest receiving such information.

Signed

Name

Date

Signature

PRIVACY STATEMENT

This form is to be accompanied by an Application for Rental. Your application for rental cannot be accepted unless this has been completed in full and signed.

Due to changes in the Privacy laws, from December 21, 2001, all real estate agencies must ensure that you (the applicant) fully understand the National Privacy Principles and the manner in which we must use your personal information in order to carry out our role as professional Portfolio Managers. Please take the time to read this Privacy Statement carefully, and once completed return it to the office with your rental application.

As professional Portfolio Managers, Ollie James Real Estate collects personal information about you. To ascertain what personal information we have about you, you can contact us in the following ways:

Address 72 Bassett Drive, Strathfieldsaye VIC 3551

Phone 0480 322 896

Email danny@olliejamesrealestate.com.au

As professional Portfolio Managers, we collect your personal information to assess the risk in providing you with the lease/rental of the premises you have requested, and if the risk is considered acceptable, to provide you with a lease/rental of the premises.

To carry out this role, and during the term of your rental, we may disclose your personal information to the following: The rental provider, the rental provider's lawyers, the rental provider's mortgagee (for mortgagee purposes), referees you have nominated, organisations/tradespeople required to carry out maintenance to the premises, rental bond authorities, Residential Tribunals/Courts, collection agencies, National Tenancies Database Pty Ltd, Remington White, other real estate agents and rental providers, utilities companies such as gas, electricity, water connection, telephone connection, banks (for rental payment facility and financial records), employers (for reference purposes).

Signed

Name

Date

Signature

STATEMENT OF INFORMATION FOR RENTAL APPLICANTS

The information, personal or otherwise, provided by the prospective renter in this application or that which is collected from other sources is necessary for the agent to assess the risk in providing you with the rental, to identify the applicants identity and to process, evaluate and manage the rental.

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 rental 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.

Getting help

- (8) 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.

For further information visit the renting section of the Consumer Affairs Victoria website at consumervic.gov.au/renting or call 1300 55 81 81.