



## Tenancy Application Form

Applications may be submitted to:  
leasing@risticrealestate.com.au

Please be advised that this application will only be processed once all details have been completed and all copies of requested supporting documents have been supplied. Each individual applicant will need to submit their own application. NOTE\*\* All unsuccessful applications and supporting documents will be destroyed within 24 hours.

Application ID #  
(Office use only)

### Property Details

Address of 1 <sup>st</sup> preference:		
Preferred lease commencement date:	Rent payable per week: \$	Rent payable per month: \$
Address of 2 <sup>nd</sup> preference		
Preferred lease commencement date:	Rent payable per week: \$	Rent payable per month: \$
Names and ages of all other occupants for the property, including children:		
Breed and Number of Pets:	Are you a smoker: <input type="checkbox"/> Yes, Inside <input type="checkbox"/> Yes, Outside <input type="checkbox"/> No	

### Personal Details

Given Names:	Surname:	
Current Address:		
Home Phone:	Mobile Number:	
Email Address:		
Date of Birth:	Driver's License Number:	State of Issue:
Passport Number:	Country of Issue:	
Make and Model of Car:	Car Registration:	

Next Of Kin (who will NOT be living with you at the property).

Given Names:	Surname:	
Current address:		
Home Phone:	Mobile Number:	
Email Address:		
Relationship:		

### Current Tenancy Details

Are you (please tick one): <input type="checkbox"/> Owning <input type="checkbox"/> Sharing <input type="checkbox"/> Boarding <input type="checkbox"/> Living with parents <input type="checkbox"/> Renting through an agent <input type="checkbox"/> Renting privately		
Current address:		
Length of time at current address:	Rent / Mortgage paid: \$	per week \$ per month
Reason for moving:		
Contact details of Property Manager / Landlord / Selling Agent:	Email/Phone:	

### Previous Tenancy Details

Are you (please tick one):  Owning  Sharing  Boarding  Living with parents  Renting through an agent  Renting privately

Previous Address:

Length of time at previous address:

Rent / Mortgage paid: \$ per week \$ per month

Reason for moving:

Contact details of Property Manager / Landlord / Selling Agent:

Email/Phone:

### Current Employment Details

Are you employed (please tick one):  Full Time  Part Time  Casually

Occupation:

Company Employed By:

Address:

Payroll / Manager Contact:

Contact Number / Email:

Length of Employment: years months

Wages Paid: \$ per week \$ per annum

### Self-Employment Details

Business Name:

Business Type:

Business Address:

Position Held:

ABN:

Accountant Name:

Contact Number:

Accountant Address:

### Previous Employment Details

Were you employed (please tick one):  Full Time  Part Time  Casually

Occupation:

Company Employed By:

Address:

Payroll / Manager contact:

Contact Number / Email:

Length of Employment: years months

Wages Paid: \$ per week \$ per annum

### Government Allowances

Pension Details:

Allowances Paid: \$ per fortnight \$ per annum

Pension Details:

Allowances Paid: \$ per fortnight \$ per annum

### Student Details

Place of Study:

Course Name:

Course Length:

Enrolment / Student Number:

Course Coordinator:

Contact Number:



Campus Contact:

Contact Number:

## Personal References

Given Names:	Surname:
Mobile Number:	Relationship:
Email Address:	
Given Names:	Surname:
Mobile Number:	Relationship:
Email Address:	

## Utility Connection Service

  <b>myconnect is a FREE and easy to use utility connection service</b>	Unless I have opted out of this section, I/we: Consent to the disclosure of information on this form to myconnect ABN 34121 892 331 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.
<input checked="" type="checkbox"/> <b>Yes, Please Contact Me</b>	
<input type="checkbox"/> Interpreter required	
Phone: 1300 854 478 Fax: 1300 854 479 Email: enquiry@myconnect.com.au Web: www.myconnect.com.au	<input type="checkbox"/> Tick here to opt out

## Identification Documents

<b>The following <u>must</u> be provided before your application may be processed:</b>	
<input type="checkbox"/> Photo Identification (drivers licence / passport)	<input type="checkbox"/> 3x payslips / proof of income
<input type="checkbox"/> Welfare Income Statement (if you receive benefits from the government)	<input type="checkbox"/> Tenancy Ledger
<input type="checkbox"/> Written Character Reference	<input type="checkbox"/> Medicare Card
<input type="checkbox"/> Car Registration Invoice / Utility Invoice	<input type="checkbox"/> Bank Statement
<b>NOTE: ALL PHOTO IDENTIFICATION MUST BE CERTIFIED BEFORE BEING SUBMITTED.</b>	
<b>Documents may be certified by: Police, Pharmacists, Accounts, Justices Of The Peace and Lawyers/Solicitors.</b>	

## Privacy Statement

<p>Ristic Real Estate PTY LTD is an independently owned and operated business. Our complete privacy policy is available on our website <a href="http://www.risticrealestate.com.au">www.risticrealestate.com.au</a>. If you believe that your privacy has been breached, please contact us, using the contact details on the website and provide details of the incident, so it may be investigated in depth.</p> <p>We collect personal information in this form to assess your eligibility for a residential tenancy. You also consent to Ristic Real Estate using your information for the purposes of direct marketing, business research and customer satisfaction enquiries. We may need to collect information about you from your previous landlords and agents, current and previous employers and your referees.</p> <p>Ristic Real Estate may need to disclose personal information about you to the owner of the property to which this application relates. If this application is successful, Ristic Real Estate may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and the owner's insurers. You have the right to access personal information that Ristic Real Estate hold about you by contacting our office.</p> <p>If you do not complete this form, or do not sign the consent below, then your application for a residential tenancy may not be considered by the owner of the relevant property.</p>		
Applicant Name _____	Applicant Signature _____	Date _____