



Globe Real Estate Pty Ltd
info@globerealestate.com.au

phone: 03 9532 3850

423 Warrigal Road Moorabbin Vic 3189

APPLICATION FOR TENANCY

All Pages Must Be Fully Completed For This Form to Be Processed

Rental Property

Address: _____ Suburb: _____

Commencement: ____/____/____ Term: _____ months

Rent: \$ _____ PWK \$ _____ MTH Bonds: \$ _____

Applicant

Title: _____ Family Surname: _____

Given Name(s): _____

Drivers License No: _____ Expire: _____ State: _____

Passport No: _____ Expire: _____ Country: _____

Home Phone: _____ Work Phone: _____

Mobile Phone: _____

Business Phone: _____

Email: _____

Current Situation

Do you: Rent Own

How long have you lived at this current address: _____ Years _____ Month

Name of Landlord/Agent (if applicable): _____

Phone Number: _____ Rent per Month: \$ _____

Reason for leaving: _____

Previous Residential History

Do you: Rent Own

Previous Address: _____ Suburb: _____

How long have you live at your previous address: _____

Name of Landlord/ Agent (if applicable): _____

Phone Number: _____ Rent per Month: \$ _____

Reason for Leaving: _____

Current Employment Details

Business Name & Address: _____

Contact Name: _____



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Term of employment: _____ Position: _____

Income per Annum: \$ _____

Self employed: Yes No (if Yes complete details below)

Business Type: _____

ABN: _____

Accountant name: _____ Phone _____

Solicitor name: _____ Phone _____

Previous Employment Details

Business Name & Address: _____

Contact Name: _____ Phone: _____

Term of employment: _____ Position: _____

Income per Annum: \$ _____

Self employed: Yes No (if Yes complete details below)

Business Type: _____

ABN: _____

Accountant name: _____ Phone: _____

Solicitor name: _____ Phone: _____

Personal Referees

1. Reference Name: _____

Relationship: _____

2. Reference Name: _____

Relationship: _____

3. Reference Name: _____

Relationship: _____

If a Student, Please Complete The Following

Place of Study: _____

Course: _____ Enrolment No. _____

Course Length: _____ Year Level: _____

Course Coordinator: _____ Phone: _____

Parents Name: _____ Phone: _____

Parents Address: _____

Are you receiving financial support? Yes No If yes, from: _____

Other Information



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Number of persons occupying property _____ Adults _____ Children _____

Ages of Children: _____

Do you have pets? Yes No (if yes please specify) _____

Emergency

Emergency Contact: _____ Relation _____

Address: _____

Phone: _____ Mobile: _____

PLEASE NOTE

All applicants will be required to provide **100 points** of identification as detailed below:

- Drivers Licence 50 points
- Passport 50 points
- Proof of Age Card 50 points
- Student ID 50 points
- Rates Notice..... 50 points
- Copy of recent utility account 30 points each
- Copy of recent telephone account 30 points
- Concession or Pension Card 10 points

** Photocopy of Photo ID is required*

1. 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 owner and/or the agent should any circumstances arise whereby the property is not available for occupation on the due date.
2. Initial rent payments must be made by cash or bank cheque within 24 hours after approval of application. No personal cheques accepted.
3. Security deposits are to be paid separately by bank cheque made out to the RTBA upon collection of keys. No personal cheques accepted.
4. Keys will not be handed over until the lease agreement has been signed by all applicants.
5. The TENANT agrees to accept the property in an "as is" condition and understands and accepts that the landlord is not obliged to make any improvements to the property

Declaration

I acknowledge that this is an application to lease this property and that my application is subject to the owner's



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approval and the availability of the premises on the due date. I hereby offer to rent the property from the owner 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 rental in advance and a bond, and that this application is subject to approval from 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 details of my credit worthiness from, the owner or Agent of my current or previous residence, my personal referees, any record or listing or database of defaults by tenants. If I default under a rental agreement, the Agent may disclose details of any such default to any person whom the Agent reasonable considers has an interest receiving such information.

Signed: _____ **Date:** _____ / _____ / _____

**Applications for Tenancy and Management of Property Privacy Act (Commonwealth)
1988 Collection Notice**

The personal information the prospective tenant provides in this application or that which is collected from other sources is necessary for the Agent to verify the Applicants identity and to process and evaluate the application and to manage the tenancy if the Agent has been engaged to manage the property. The personal information collected about the Applicant in this application may be disclosed, by use of the internet or otherwise, to other parties, including the landlord, trades people, referees, solicitors, financial institutions, parties engaged to evaluate the property, bodies corporate, other agents, clients of the Agent both existing and potential, third party operators of tenancy reference databases may also be disclosed to the Agent and/or landlord. Unless you advise the Agent to the contrary, the Agent may also disclose such information to the Real Estate Institute of Victoria (REIV) for the purpose of documenting all leasing data in the area for the benefit of its members as part of membership services and for others in the property or related industries, and so as to assist them in continuing to provide the best possible service to their clients. In providing this information, you agree to its use, unless you advise the Agent differently. The privacy policy of the REIV can be viewed at www.reiv.com.au. The agent will only disclose information in this way to other parties to achieve the purposes specified above or as allowed under the Privacy Act. If the Applicant would like to access this information they can do so by contacting the Agent at the address and contact numbers provided. The Applicant can also correct this information if it is inaccurate, incomplete or out of date. If the information is not provided, the Agent may not be able to process the application and manage the tenancy.

Signature Applicant _____ **Date** _____ / _____ / _____

Print Name _____