

# Residential Rental Application

For your application to be processed you must answer all questions.

A: Level 24, 570 Bourke Street MELBOURNE VIC 3000  
T: (03) 8658 5906  
F: (03) 8658 5800

E: info@jpeastwoods.com.au  
W: www.jpeastwoods.com.au  
FB: www.facebook.com/JPEastwoodsAustralia



**Property Details**      **Please note:** Any mention of 'RRP' on this form refers to 'Residential Rental Provider'.

ADDRESS OF THE PROPERTY YOU WOULD LIKE TO RENT:

Postcode

COMMENCEMENT DATE:

Day/Month/Year

RENT:

\$

Rental Amount

\$

Bond

LEASE TERM:

Years


Months

NUMBER OF OCCUPANTS:

Adults


Children

## Free Utility Connection Service



a really smart move

MyConnect will contact you to connect your utilities for FREE



Select your required utilities:

☒ Water (Compulsory)

☐ Electricity

☐ Gas


☐ Internet

☐ Phone

☐ Pay TV

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.



1300 854 478   enquiry@myconnect.com.au   myconnect.com.au

## Applicant 1

Title

Full Name

Date of Birth

Email

Home Phone

Work Phone

Mobile

Driver's Licence No.

Expiry

Vehicle Registration

State

Passport No.

Expiry

Passport Country

Pension/Medicare No. (if applicable)

Pension Type

Current Address:

Postcode

Length of stay

Year/s   Month/s

Rent

\$

Reason for leaving

RRP/Agent

Contact No.

Previous Address:

Postcode

Length of stay

Year/s   Month/s

Rent

\$

Reason for leaving

RRP/Agent

Contact No.

## Applicant 2

Title

Full Name

Date of Birth

Email

Home Phone

Work Phone

Mobile

Driver's Licence No.

Expiry

Vehicle Registration

State

Passport No.

Expiry

Passport Country

Pension/Medicare No. (if applicable)

Pension Type

Current Address:

Postcode

Length of stay

Year/s   Month/s

Rent

\$

Reason for leaving

RRP/Agent

Contact No.

Previous Address:

Postcode

Length of stay

Year/s   Month/s

Rent

\$

Reason for leaving

RRP/Agent

Contact No.

### Applicant 1

Present Occupation	
Nature of Employment: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Casual	
Employer's Name	
Employer's Address	
Contact Name	Phone No.
Length of employment Year/s Month/s	Weekly Income \$
Next of Kin (not residing with you)	
Given Name/s	Last Name
Relationship	Contact No.
Personal References (Should not be related to you and have agreed to be referees)	
1. Given Name/s	Last Name
Work/Mob No.	Home No.
2. Given Name/s	Last Name
Work/Mob No.	Home No.

### Applicant 2

Present Occupation	
Nature of Employment: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Casual	
Employer's Name	
Employer's Address	
Contact Name	Phone No.
Length of employment Year/s Month/s	Weekly Income \$
Next of Kin (not residing with you)	
Given Name/s	Last Name
Relationship	Contact No.
Personal References (Should not be related to you and have agreed to be referees)	
1. Given Name/s	Last Name
Work/Mob No.	Home No.
2. Given Name/s	Last Name
Work/Mob No.	Home No.

### Extra Information

How many occupants under the age of 18 will be residing with you?
Please provide their ages:
Details of any pets (Breed & Council Registration No.):
Do you smoke? <input type="checkbox"/> Yes <input type="checkbox"/> No

### Important

**When completing the application, please include your supporting documents and submit to your JP Eastwoods property manager in person or via email.**

If you are employed:

1. Copies of ID such as: Passport, Driver Licence, Medicare (see checklist)
2. Your last 2 payslips or if not available, reference letter from your employer
3. Reference letter from your past rental property (if applicable)

If you are a student:

1. Copies of your ID such as: Passport, Student ID (see checklist)
2. Copy of your Australian Student Visa
3. Reference letter from your past rental property (if applicable)

### Checklist

**This application will not be processed until 100 points have been achieved by the applicant. Photocopy is required.**

- |   |  |   |   |
|---|--|---|---|
| <input type="checkbox"/> Passport (50 points)         | <input type="checkbox"/> Proof of Age Card (50 points) | <input type="checkbox"/> Rates Notice Card (50 points)              | <input type="checkbox"/> Copy of Recent Telephone Account (30 points) |
| <input type="checkbox"/> Driver's Licence (50 points) | <input type="checkbox"/> Student ID (50 points)        | <input type="checkbox"/> Copy of Recent Utility Account (30 points) | <input type="checkbox"/> Concession or Pension (10 points)            |

### Declaration

I hereby offer to rent the property from the owner under a lease to be prepared by the agent. Should my application be accepted by the owner I agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act 1997. I acknowledge that I will be required to pay rental in advance and a security deposit and that this application is subject to the approval of the owner. I declare that all information contained in this is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

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

- (a) The owner 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.

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a rental database, and to agents/RRPs of properties I apply for in the future. I am aware that the agent will use and disclose my personal information within this application to:

- (a) Communicate with the owner and select a renter
- (b) Prepare lease/renter documents
- (c) Allow tradespeople 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 credit check with NTD
- (h) Transfer water account details into my name

I am aware that if the 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.

#### Important Reminders:

1. This application is accepted subject to the availability of the property on the due date & no action shall be taken by the applicant against the owner and/or agent should any circumstances arise whereby the property isn't available for occupation on the due date.
2. Initial rent payments must be made by cash, EFT or bank cheque within 24 hours after approval of application. No personal cheques accepted.
3. Holding deposits are to be paid separately by EFT. No personal cheques accepted.
4. Keys will not be handed over until bond is paid and the lease agreement has been signed by all applicants.
5. The renter agrees to accept the property in an "as is" condition and understands and accepts that the RRP is not obliged to make any improvements to the property.
6. The information on this form is being collected by JP Eastwoods ("we"/"us"). It is a condition of application for a rental for any property managed by us, or in conjunction with other agents, that you consent to us collecting and using your personal information. To view our full Privacy Statement please visit our website.

Primary Applicant Signature

Date

Secondary Applicant Signature

Date

# 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/](http://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/](http://humanrightscommission.vic.gov.au/) or by calling 1300 292 153.