

# Residential Application Form

Please be advised, this application will only be processed once ALL details have been completed and all copies of all supporting documents attached. Each applicant must submit an individual form.

## A. AGENT DETAILS

### Boutique Residential

**Address:** Suite 107 - The Valhalla, 166 Glebe Point Rd, Glebe 2037

**Phone:** 02 9045 2474

**Email:** george@boutiqueresidential.com.au

**Website:** www.BoutiqueResidential.com.au

## B. PROPERTY DETAILS

### 1. Address of Property?

	Postcode

### 2. Lease commencement date?

Day	Month	Year
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### 3. Lease term?

Years	Months
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### 4. How many tenants will occupy the property?

Adults	Children; Ages:
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### 5. How did you find this property?

<input type="checkbox"/> Newspaper	<input type="checkbox"/> Internet	<input type="checkbox"/> Office rental list
<input type="checkbox"/> Board	<input type="checkbox"/> Office Window	<input type="checkbox"/> Sign Board at property
<input type="checkbox"/> Referral	<input type="checkbox"/> Other, please specify: _____	

## C. PERSONAL DETAILS

### 6. Please give us your details.

<input type="checkbox"/> Mr	<input type="checkbox"/> Ms	<input type="checkbox"/> Miss	<input type="checkbox"/> Mrs	<input type="checkbox"/> Other
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Surname	Given name/s
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Date of Birth	Driver's licence number
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Driver's licence expiry date	Driver's licence state
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Passport number	Passport country
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Pension number (if applicable)	Pension type (if applicable)
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### 7. Please provide your contact details.

Home phone number	Mobile phone number
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Work phone number	Fax number
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Email address
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### 8. What is your current address?

	Postcode

## D. OUR MOVING SERVICE

Successful applicants will be contacted by one of our **Boutique Assist** Movologists to discuss the connection of services such as electricity, gas, water and broadband. We can also source obligation free quotes for removalist, storage, cleaning, maintenance services and much more. Please note that this is a free, no obligation that is provided as part of our service.



powered by **Movinghub**<sup>™</sup>

No, I will connect the required utilities of my own accord.

## E. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancies Agreement.

I acknowledge that this application is subject to the approval of 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 personal information from:

- (a) the owner or the Agent of my current or previous residence;
- (b) my personal referees and employer/s;
- (c) any record, listing or database of defaults by tenants such as NTD, TICA or TRA for the purpose of checking my tenancy history.

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

- NTD: 1300 563 826
- TICA: 1902 220 346
- TRA: 02 9363 9244

If I default under a rental agreement, the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

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

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow organisations/trades people to contact me
- (d) lodge/claim/transfer to/from the Residential Tenancies 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 (National Tenancies Database - Phone 1300 563 826 – Email info@ntd.net.au) or and Tica

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/tenancy of the premises.

I consent to the disclosure of this page of the application form to **Movinghub** ABN 73 603 267 465 for the purpose of enabling **Movinghub** to offer the connection services to me. Where **Movinghub** is requested to arrange for the provision of the services, I consent to **Movinghub** disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection. I acknowledge that neither **Movinghub** nor the Agent accept any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. I acknowledge that the Agent, its employees and **Movinghub** may receive a benefit in relation to the connection of a utility service.

Signature

X
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Date

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## PROPERTY MANAGER (OFFICE USE ONLY)

Property Manager:	
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Application details sent through to Movinghub

**F. APPLICANT HISTORY****9. How long have you lived at your current address?**

	Years		Months
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**10. Why are you leaving this address?**

**11. Landlord/Agent details of this property (if applicable).**

Name of landlord or Agent

Landlord/Agent's email

Weekly rent paid

 \$
**12. What was your previous residential address?**


Postcode

**13. How long did you live at this address?**

	Years		Months
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**14. Landlord/Agent details of this property (if applicable).**

Name of landlord or Agent

Landlord/Agent's email

Weekly rent paid

 \$

Was bond refunded in full? If NO, why not?

<input type="checkbox"/>	YES	<input type="checkbox"/>	NO	
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**G. EMPLOYMENT HISTORY****15. Please provide your employment details.**

What is your occupation?

What is the nature of your employment? (Please circle)

<b>FULL-TIME</b>	<b>PART-TIME</b>	<b>CASUAL</b>
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Employer's name (accountant if self-employed or institution if a student)

Employer's address (accountant if self-employed or institution if a student)

Postcode

Contact name

Phone number

Length of employment

	Years		Months
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Net income

 \$
**16. Please provide your previous employment details.**

Occupation

Employer's name

Length of employment

	Years		Months
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Net income

 \$
**H. CONTACTS / REFERENCES****17. Please provide a contact in case of emergency.**

Surname

Given name/s

Relationship to you

Phone number

**18. Please provide two personal references (not related to you).**

1. Surname

Given name/s

Relationship to you

Phone number

2. Surname

Given name/s

Relationship to you

Phone number

**I. OTHER INFORMATION****19. Car Registration.**

**20. Do you have any pets.**
 YES  NO

Breed / type

Council registration / number

**21. Are you a smoker?**
 YES  NO
**J. PAYMENT DETAILS****Property Rental**

	\$		per week	OR		\$		per month
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Rental Bond (4 x weeks rent)

	\$
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First payment of rent in advance (2 weeks rent)

	\$
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Total

	\$
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**K. 100 POINTS OF ID REQUIRED****We require 100 points of ID. You must have:**

- A current driver's license of other photo ID
- Current proof of income
- Current rent ledger (if renting)

**Applications without 100 Points of ID will not be accepted.****100 Point Check**

Driver's License	40
Passport	40
Birth Certificate/Extract	30
Other Photo ID	30
Current proof of income	20
Previous Landlord Reference	20
Rent Ledger from other Agent	20
Pension Card	20
Rates Notice (Proof of Ownership)	20
Motor Vehicle Registration Certificate	10
Bank Statement / Bank Card	10
Phone / Electricity / Gas Account	10
Medicare / HealthCare Card	10

**Signature of Landlord's Agent**
 X
**Date**

**L. Other Details**

22. Do you have any applications pending on other properties ?

YES  NO

23. Has your tenancy ever been terminated ?

YES  NO

24. Have you ever been refused a rental property ?

YES  NO

25. Are you in debt to another landlord or agent?

YES  NO

26. Have you ever had deductions ever taken from a Bond?

YES  NO

27. Is there anything that would affect you paying future rental payment ? .

YES  NO

**Additional Comments**