

## A. RENTAL PROPERTY DETAILS

1. BARRY PLANT OFFICE  P: 03 5221 4011 F: 03 5228 0069 E: geelong@barryplant.com.au

2. AGENT / CONSULTANT

3. FULL ADDRESS OF PROPERTY

Is there another property you would like to rent through Barry Plant as a second preference? (insert below if applicable)

4. SECOND PREFERENCE

5. PREFERRED COMMENCEMENT  Day  Month  Year 6. PREFERRED LEASE TERM  Year  Months

7. RENTAL AMOUNT PER WEEK \$  8. Do you accept the property in its current condition?  Yes  No

## B. APPLICANT DETAILS

Note: Every adult applying for this property must individually complete a separate application.

9. YOUR DETAILS Title  Mr  Mrs  Ms  Miss  Dr  Other:

First Name/s  Last Name

Full Address

Home Phone  Mobile Phone  Work Phone

Email Address

Date of Birth  Driver's Licence No.  Licence Expiry  Licence State

Vehicle / Motor Bike / Boat / Trailer Registration Numbers

Passport No.  Passport Country  Passport Expiry

If applicable - Pension No.  Pension Type

### 10. IDENTIFICATION

Please provide us with at least 100 Points of Identification (attach copies). Original ID used to prepare application must be sighted at the time of signing leases.

This is mandatory, other genuine identification is accepted - call us for more details.

Driver's Licence = 25 points      Passport = 25 points      Proof of Age Card = 25 points  
 Utilities/Mobile Phone Account = 20 points      Bank Statement = 20 points      Student ID Card = 25 points  
 Medicare Card = 20 points      Concession / Pension Card = 15 points      Payslip = 10 points

### 11. OTHER APPLICANT NAMES (full name of all adults to reside at the property must be listed here, separated by commas)

### 12. NUMBER OF PEOPLE TO OCCUPY THE PROPERTY Adults Children Ages of children (if applicable)

13. PETS  Yes  No Number of Pets   Inside  Outside Note: Owners have the right to reject pets.

Type / Breed/s  Council Registration Number/s

## C. UTILITY CONNECTIONS

Water  Electricity  Gas  Telephone  Internet  Pay TV  Car Insurance  Health Insurance  Life Insurance  
 Home and Contents



YourPorter is a free service connecting utilities and other services.

If the Agent approves this application, YourPorter will connect your water for the purpose of usage charges at your new property on behalf of the Real Estate Agent. YourPorter will be contacting you by phone, SMS, or email for the purposes of assisting you to connect your utilities within 24 hours of receiving this application for next business day connection.

Telephone: 1300 400 600  
 Fax: 1300 326 468  
 www.yourporter.com.au

**DECLARATION OF ACCEPTANCE:** I/We consent to the disclosure of this application form (including any personal information contained in this form) to YourPorter Pty Ltd (ABN 36 252 576 050) for the purpose of allowing YourPorter and its service providers to contact me for the connection of services as offered by YourPorter.

I/We acknowledge that if I/We do not provide my/our personal information, YourPorter will not be able to provide these services to me/us. YourPorter will ensure that my/our personal information is collected, used, held and disclosed in accordance with the requirements of the Privacy Act 1988 (Cth).

I/We acknowledge that YourPorter may receive a benefit in relation to the connection of any of the services listed above. I/We consent to YourPorter contacting me by phone or SMS in relation to the connection of the services listed above. I/We acknowledge that this consent permits YourPorter to contact me even if the numbers listed on this application are listed on the Do Not Call Register. YourPorter will otherwise collect, hold, use and disclose personal information in accordance with their privacy policies, which are available at [www.yourporter.com.au/general/privacy-policy/](http://www.yourporter.com.au/general/privacy-policy/). YourPorter is a free service, but I/We acknowledge that standard connection fees may apply for services connected (in addition to the ongoing service fees).

I/We acknowledge that neither YourPorter nor the Agent accept any responsibility for any delay in or failure to arrange or provide for any connection of a service or for any loss, damage, cost or expense in connection with such delay or failure. By signing this application, I/We understand YourPorter is a value add product and that I/We are under no obligation to use YourPorter.

Signature \_\_\_\_\_ Date

## D. EXECUTION, DECLARATION AND DATABASE NOTIFICATION

Please note: Your application will not be processed unless you have inspected the property, completed this application form in full, provided copies of your proof of identity and confirmed that you have read and accepted the terms and conditions by signing this document in the space provided below.

### TERMS AND CONDITIONS

- The information contained in this form is being collected by the Barry Plant Group Pty Ltd ABN 96 088 069 952, and the various real estate agents, agent's representatives operating under the Barry Plant trademark ("Barry Plant") so that we can consider your application to rent a property.
- It is a condition of this residential tenancy application that you consent to the collection and use of the information contained in this application in the manner outlined in our Privacy Policy found at [www.barryplant.com.au/privacy-statement](http://www.barryplant.com.au/privacy-statement)
- If you provide us with personal information of other parties (such as a joint tenant, an emergency contact or your referees) you must notify them that you have provided their personal information to Barry Plant and must make them aware of our terms and conditions contained herein and Privacy Policy.
- The applicant/s acknowledges that this is an application for lease of this property and that the application is subject to the owner's approval and the availability of the premises. No action will be taken against the owner / agent if the application is unsuccessful.
- The property is subject to its availability on the due date and no action shall be taken by the successful applicant/s against the landlord or the agent should the property not be available for occupation on the due date, for any reason.
- Should the owner/landlord accept this application, the applicant/s will be required to sign the tenancy agreement and pay the full bond within 24 hours of the application being approved.
- If approved, the successful applicant/s agree to pay the bond and the first month's rent by either bank cheque or money order.
- The owner reserves the right to withdraw acceptance and offer the property to other applicants until a tenancy agreement has been signed by all parties.
- The keys to the premises will not be made available until the day the tenancy commences.
- It is the responsibility of the applicant/s to check with the telephone provider before proceeding with the application to confirm the existence and status of landline telephone services at the property.
- The successful applicant/s will be responsible for the connection and payments of gas, electricity, telephone and water usage. Barry Plant partners provide a free optional utility connection service for tenants.
- The successful applicant/s will be responsible for ensuring the main switch is in the off position before power can be connected to the premises at the commencement of the tenancy.
- The premises are a "smoke free zone". Successful applicants will be required to agree that they, other occupants of the premises and/or guests will not smoke inside the premises.
- The tenancy will be otherwise governed in accordance with the terms of the tenancy agreement, when signed by all parties.

### ACCEPTANCE OF TERMS OF TENANCY

I declare that:

- I have inspected the premises and accept the property in the condition as inspected;
- The information I have provided in my application is complete and accurate in all respects;
- I am not, and have never been, a bankrupt;
- I have been informed that Barry Plant may use the services of tenancy database operators set out below to check the tenancy history of applicants; National Tenancy Database - Ph 1300 563 826, [www.ntd.net.au](http://www.ntd.net.au) TICA - Ph 1902 220 346, [www.tica.com.au](http://www.tica.com.au)
- I authorise Barry Plant, its authorised agents and staff to use and / or disclose my personal information for the following primary purposes:
  - To undertake reference checks with referees, my employer, former employers, my current and former landlords and/or their agents and the operators of the National Tenancies Databases detailed above;
  - To enable owners of the premises to make a decision on my application;
  - To prepare the lease/tenancy documents;
  - To enable tradespeople/maintenance personnel to contact me, if required;
  - To lodge and/or transfer or claim against my bond held with the Bond Authority, as applicable;
  - To undertake and/or enforce legal process/decisions of a Tribunal/ Court and/or Statutory Authority, where applicable;
  - To instruct collection agents or lawyers, where applicable;
  - To transfer water account details into my name.
- I consent to the storage of my personal information on Barry Plant's databases and am aware that my information may be used for the secondary purposes of providing me with information about other properties and services provided by Barry Plant and/or its business partners and for marketing, planning, product development, research and other commercial purposes;
- If I do not wish to receive marketing information or information about other products and services provided by Barry Plant and or its business partners, I will tick this box
- If I default under a rental agreement, I authorise Barry Plant to disclose details of any such default to the tenancy database operators National Tenancy Database and/or TICA and to landlords or agents for any properties I may apply for in the future, in accordance with Section 439 of the Residential Tenancies Act (1997);
- I understand that my personal information will otherwise be collected, held and disclosed in accordance with Barry Plant's Privacy Policy found at [www.barryplant.com.au/privacy-statement](http://www.barryplant.com.au/privacy-statement) which sets out how to access or correct personal information and how to complain about the treatment of personal information held by Barry Plant.

### EXECUTION

Full Name

Signature

Date

BARRY PLANT OFFICE

Geelong P: 03 5221 4011 F: 03 5228 0069 E: [geelong@barryplant.com.au](mailto:geelong@barryplant.com.au)

### E. CURRENT RENTAL DETAILS

If you have not been a tenant in Australia please provide written details of where you have been and references (attached separately) to confirm your prior living arrangements.

14. WHAT IS YOUR CURRENT RESIDENTIAL ADDRESS?

15. HOW LONG HAVE YOU LIVED AT THIS ADDRESS?  Year  Months

16. WHY ARE YOU LEAVING THIS ADDRESS?

17. LANDLORD OR AGENT CONTACT DETAILS FOR THIS PROPERTY:

Agency  Agent name  Phone  Weekly rent paid \$

Private Landlord  Phone  Weekly rent paid \$

### F. RENTAL HISTORY

18. WHAT WAS YOUR RESIDENTIAL ADDRESS?

19. REASON FOR LEAVING

20. HOW LONG DID YOU LIVE AT THIS ADDRESS? Years  Months

21. LANDLORD OR AGENT DETAILS FOR THIS PROPERTY:  LANDLORD  AGENT

Agency  Contact name  Phone  Weekly rent paid \$

Was bond refunded in full?  Yes  No If not, why?

### G. EMPLOYMENT HISTORY

If self employed go to Section H, or a student go to Section I

22. PLEASE PROVIDE YOUR CURRENT EMPLOYMENT DETAILS

Occupation   Full time  Part Time  Casual

Employer  Contact Name

Employer Address  Office phone (landline)

Length of Employment Years  Months  Net Monthly Income \$

23. IF YOU HAVE BEEN EMPLOYED FOR LESS THAN 12 MONTHS WITH YOUR CURRENT EMPLOYER, PLEASE COMPLETE PREVIOUS EMPLOYER DETAILS Go to question 24 if you have been employed for more than 12 months with current employer

Previous Employer  Previous Occupation

Employer Address  Office phone (landline)

Length of Employment Years  Months  Net Monthly Income \$

24. PLEASE PROVIDE DETAILS OF ANY ADDITIONAL INCOME/CENTRELINK PAYMENTS

Amount \$  per month Source of additional income

### H. SELF EMPLOYED - COMPLETE SECTION BELOW

Business Name

Business Address

ABN  Business Phone

Business Email  Average Income Per Week \$

Accountant  Accountant Phone

Solicitor  Solicitor Phone

**I. STUDENT - COMPLETE SECTION BELOW**

Institution Name	<input type="text"/>		
Institution Address	<input type="text"/>		
Course Name	<input type="text"/>	Campus contact & phone	<input type="text"/>
Course Length	<input type="text"/>	Course Year	<input type="text"/>
		Student ID Number	<input type="text"/>
Source of Income	<input type="checkbox"/> PARENTS	<input type="checkbox"/> SPONSORSHIP	<input type="checkbox"/> OTHER: <input type="text"/>
Income Per Week \$	<input type="text"/>		
PLEASE PROVIDE DETAILS OF YOUR PARENT / GUARDIAN BELOW			
Name/s	<input type="text"/>	Phone Number/s	<input type="text"/>

**J. CONTACTS / REFERENCES**

25. PLEASE PROVIDE A PROFESSIONAL CHARACTER REFERENCE			
Full Name	<input type="text"/>	Relationship to you	<input type="text"/>
Phone Number/s	<input type="text"/>		
26. PLEASE PROVIDE NEXT OF KIN DETAILS IN CASE OF EMERGENCY			
Full Name	<input type="text"/>	Relationship to you	<input type="text"/>
Phone Number/s	<input type="text"/>		
Address	<input type="text"/>		

**K. HOW DID YOU FIND OUT ABOUT THE PROPERTY?**

<input type="checkbox"/> BARRY PLANT RENTAL LIST	<input type="checkbox"/> SIGN BOARD	<input type="checkbox"/> LOCAL NEWSPAPER	<input type="checkbox"/> THE AGE	<input type="checkbox"/> REFERRAL
<input type="checkbox"/> RELOCATION COMPANY	<input type="checkbox"/> INTERNET, website:	<input type="text"/>	<input type="checkbox"/> OTHER:	<input type="text"/>

**L. PREVIOUS DEALINGS WITH BARRY PLANT**

27. HAVE YOU BOUGHT, SOLD OR PREVIOUSLY RENTED WITH OUR OFFICE OR ANOTHER BARRY PLANT OFFICE?			
OFFICE	<input type="text"/>	BARRY PLANT AGENT	<input type="text"/>

**ADDITIONAL NOTES**

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**DECLARATION AND ACCEPTANCE**

I confirm my acceptance of the terms and conditions of this tenancy as stipulated on page 2 of this application form. I declare that all information I have provided in my application is complete and accurate in all respects.

Full Name	<input type="text"/>
Signature	<input type="text"/>
Date	<input type="text"/>