



Renter's Application Form

Please read prior to completing your application.

1. The application must be accompanied by relevant supporting documentation.
2. If you are approved you will be required to pay bond and the first calendar months' rent to secure the property within 48 hours of acceptance, pending a national tenancy database check.
3. A sign up appointment within 48 hours of approval will be required to finalise the lease documentation.

IMPORTANT: This application will not be processed unless it is filled out completely with copies of all supporting documents attached.

Supporting documentation to confirm identity

Please ensure at least ONE item from each section per applicant is attached.

Section One	Section Two	Section Three
<ul style="list-style-type: none"> • Drivers License • Passport 	<ul style="list-style-type: none"> • Current Pay Slips (2 min) – <i>For new employment please include a letter of confirmation which states salary</i> • Statement of Centrelink Entitlements 	<ul style="list-style-type: none"> • Council Rates • Motor vehicle registration • Utility Bill (e.g. Phone Bill) • Bank Statement – <i>please ensure your personal banking details are not visible, only the balance</i>

Property address you are applying for

Address line 1	<input type="text"/>		
Address line 2	<input type="text"/>		
City/Suburb	<input type="text"/>	State	<input type="text"/>
		Postcode	<input type="text"/>

Tenancy requirements

Length of tenancy	<input type="text"/> months	Rent (per week)	\$ <input type="text"/>	Lease start date	<input type="text"/>
No. of dependents	<input type="text"/>				
No. of pets (including breed & age)	<input type="text"/>				

Do you own an investment property in Australia? Yes ☐ No ☐

Continued on next page

Applicant Details

(For additional applicants or guarantors please copy and complete pages 2–4)

1. Personal details

Full Name			
Contact No.		Mobile No.	
Email			

2. Current address

Address line 1						
Address line 2						
City/Suburb		State		Postcode		
Current rent/ mortgage	\$	How long have you lived there?		Years		Months
Agent / Rental Provider details						
Contact No.		Email				
Reasons for leaving						

3. Previous address

Address line 1						
Address line 2						
City/Suburb		State		Postcode		
Current rent/ mortgage	\$	How long have you lived there?		Years		Months
Agent / Rental Provider details						
Contact No.		Email				
Reasons for leaving						

Continued on next page

Applicant Details

4. Current employment

If less than 6 months in current job please also provide previous employment details in Section 4 below

Company Name			
Your position			
Employment type		Annual Salary	\$
Length of employment	<input type="text"/>	Years	<input type="text"/> Months
Employment reference details			
Contact No.		Email	

5. Previous employment

Payroll or Accountant name			
Contact No.		Mobile No.	
Previous employer's address			
Address line 1			
Address line 2			
City/Suburb		State	<input type="text"/> Postcode <input type="text"/>
Net income (after tax)	\$	Length of employment	<input type="text"/> Years <input type="text"/> Months
Business type/ ABN			

6. Self employed

Payroll or Accountant name			
Contact No.		Mobile No.	
Accountant/Solicitor details			
Full Name			
Contact No.		Email	
Company net income.	\$	Date Company established	<input type="text"/> ABN <input type="text"/>

Continued on next page

Applicant Details

7. Student Information

Are you a full time student?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	TAFE / University Student No.	<input type="text"/>
Do you receive income from your parents?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Amount	\$ <input type="text"/>

8. Centrelink benefits

Benefit type	<input type="text"/>
Benefits per month/fortnight	\$ <input type="text"/>

9. Additional sources of income

Type / Description	<input type="text"/>
Amount	\$ <input type="text"/>

10. Emergency contact

Please provide details of an emergency contact not living with you

Full Name	<input type="text"/>		
Relationship	<input type="text"/>	Contact No.	<input type="text"/>
Address line 1	<input type="text"/>		
Address line 2	<input type="text"/>		
City/Suburb	<input type="text"/>	State	<input type="text"/>
		Postcode	<input type="text"/>

11. Personal referee

Full Name	<input type="text"/>		
Occupation	<input type="text"/>		
Relationship	<input type="text"/>	Contact No.	<input type="text"/>

12. Confirmation

I confirm that during my inspection of this property I found it to be in a satisfactory condition and suitable for occupancy.

If No, I believe the following items should be attended to prior to the commencement of my tenancy. I acknowledge and understand that these items are subject to the Rental Provider's approval and do not form part of the Tenancy Agreement.

<input type="text"/>

I also acknowledge that this rental application is subject to the Rental Provider's approval and I consent to the information provided in this application being verified and a reference check on VEDA being undertaken.

Privacy Act acknowledgement for Renters

I provide consent for the Agency as part of application processing to contact all necessary people (such as referees, other agents, tenancy databases) to verify the application information provided and understand that all Federal Privacy Act requirements and the Australian Privacy Principles will be adhered to by the Agency.

I consent to my personal information being passed on during the tenancy (should it commence) and after the tenancy, if required, to other third parties which include, but are not limited to: tradespeople/contractors, salespeople, bodies corporate, tenancy databases and other relevant parties in full compliance with the Federal Privacy Act and any other relevant information.

The Rental Provider of the property will be provided all relevant information as the tenancy agreement is between the Rental Provider and the Renter; the Agency manages the property on behalf of the Rental Provider. The agreement (should it commence) is a contract between the Rental Provider and the Renter and personal information will be passed onto the Rental Provider as the owner of the property. A detailed copy of our Privacy Policy can be found at www.littlerealestate.com.au

I also acknowledge that:

- I am responsible for ensuring the main power switch is turned off to enable power to be connected.
- The premises is a "Smoke Free Zone" and I/we will ensure there is no smoking inside the premises.

Applicant one (Primary contact)



Signature

Full name

Date

Applicant two



Signature

Full name

Date

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Connectnow is a 100% Australian based moving home service, helping customers move for over 10 years. We'll connect your utilities and home services all in one call – **saving you time and effort.**

We work with some of Australia's leading service providers to make sure you're getting the best value for your choice. Plus, **we guarantee service** for electricity connections and keep you informed every step of the way, giving you peace of mind.

How it works

1. Tick the consent box below
2. We'll give you a no obligation call
3. We'll arrange your services ready for your move

We'll attempt to contact you within 1 working day of receiving this application. If you don't hear from us, please call **1300 554 323** to ensure your services are connected.

PRIVACY CONSENT AND TERMS: By signing this form you consent and agree to the following: Connect Now Pty Ltd (ABN 79 097 398 662) ("connectnow") will collect, use and disclose your personal information to contact you (including electronically) about providing moving, connection and disconnection services and to inform you about products and services offered by its related companies and third party suppliers. These other companies may also use your details to contact you directly about their products and services. See connectnow's Privacy Policy for further details, including your rights to access and correct the information held about you at connectnow.com.au. Third party service providers (who may transfer your data overseas) may have their own Privacy Policy, which you can request from them. You consent to connectnow continuing to market to you unless you opt out, including by emailing privacy@connectnow.com.au. To the extent permitted by law and except where expressly guaranteed, connectnow is not responsible or liable for delayed or failed connections or the service providers' connection charges, which you must pay to them directly. Connectnow may be paid a fee by service providers and may pay a fee to real estate agents relating to services provided to you. If you nominate an alternative contact person on this application, you authorise them to act on your behalf to arrange moving, connection and disconnection services, including accepting third party terms. You warrant that you are authorised to make this application on behalf of all applicants and alternative contact persons listed and that each person has consented and agreed to the handling of their personal information on the same terms as you have.

- ☐ Yes, I accept the terms. Please call me to connect my new home services.

Signed _____ Date _____ PM/ID _____

connectnow.com.au | P: 1300 554 323 | E: info@connectnow.com.au | F: 1300 889 598

Statement of Information for Rental Applicants

Residential Tenancies Act 1997 Section 145A
Residential Tenancies Regulations Regulation 55

A rental provider must include the information below in a residential rental agreement application form.

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.

Getting help

8. 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/ 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/ or by calling 1300 292 153.

For further information visit the renting section of the Consumer Affairs Victoria website at www.consumer.vic.gov.au/renting or call 1300 55 81 81.

Help or further information

For further information, visit the Renting section – Consumer Affairs Victoria website at www.consumer.vic.gov.au/renting or call Consumer Affairs Victoria on **1300 55 81 81**.

Telephone interpreter service

If you have difficulty understanding English, contact the Translating and Interpreting Service (TIS) on 131 450 (for the cost of a local call) and ask to be put through to an Information Officer at Consumer Affairs Victoria on 1300 55 81 81.

Arabic

إذا كان لديك صعوبة في فهم اللغة الإنكليزية، اتصل بخدمة الترجمة التحريرية والشفوية (TIS) على الرقم 131 450 (بكلفة مكالمة محلية) واطلب أن يوصلوك بموظف معلومات في دائرة شؤون المستهلك في فكتوريا على الرقم 1300 55 81 81.

Turkish İngilizce anlamakta güçlük çekiyorsanız, 131 450'den (şehir içi konuşma ücretine) Yazılı ve Sözlü Tercümanlık Servisini (TIS) arayarak 1300 55 81 81 numaralı telefondan Victoria Tüketici İşleri'ni aramalarını ve size bir Danışma Memuru ile görüşturmelerini isteyiniz.

Vietnamese Nếu quý vị không hiểu tiếng Anh, xin liên lạc với Dịch Vụ Thông Phiên Dịch (TIS) qua số 131 450 (với giá biểu của cú gọi địa phương) và yêu cầu được nối đường dây tới một Nhân Viên Thông Tin tại Bộ Tiêu Thụ Sự Vụ Victoria (Consumer Affairs Victoria) qua số 1300 55 81 81.

Somali Haddii aad dhibaato ku qabto fahmida Ingiriiska, La xirii Adeega Tarjumida iyo Afcelinta (TIS) telefoonka 131 450 (qiimaha meesha aad joogto) weydiisuna in lagugu xiro Sarkaalka Macluumaadka ee Arrimaha Macmiilaha
Fiktooriya tel: 1300 55 81 81.

Chinese 如果您聽不大懂英語，請打電話給口譯和筆譯服務處，電話：131 450（祇花費一個普通電話費），讓他們幫您接通維多利亞消費者事務處（Consumer Affairs Victoria）的信息官員，電話：1300 55 81 81。

Serbian Ako vam je teško da razumete engleski, nazovite Službu prevodilaца и тумача (Translating and Interpreting Service – TIS) на 131 450 (по цену локалног позива) и замолите их да вас повежу са Службеником за информације (Information Officer) у Викторијској Служби за потрошачка питања (Consumer Affairs Victoria) на 1300 55 81 81.

Amharic በአንገሊዝኛ ቋንቋ ለመረዳት ችግር ካለብዎ የአስተርጓሚ አገልግሎትን (TIS) በስልክ ቁጥር 131 450 (በአካባቢ ስልክ ጥሪ ሂሳብ) በመደወል ለቪክቶሪያ ደንበኞች ጉዳይ ቢሮ በስልክ ቁጥር 1300 55 81 81 ደውሎ ከመረጃ አቅራቢ ሠራተኛ ጋር እንዲያገናኝዎት መጠየቅ።

Dari

اگر شما مشکل دانستن زبان انگلیسی دارید، با اداره خدمات ترجمانی تحریری و شفاهی (TIS) به شماره 131 450 به قیمت مخابره محلی تماس بگیرید و بخواهید که شما را به کارمند معلومات دفتر امور مهاجرین ویکتوریا به شماره 1300 55 81 81 ارتباط دهد.

Croatian Ako nerazumijete dovoljno engleski, nazovite Službu tumača i prevoditelja (TIS) na 131 450 (po cijeni mjesnog poziva) i zamolite da vas spoje s djelatnikom za obavijesti u Consumer Affairs Victoria na 1300 55 81 81.

Greek Αν έχετε δυσκολίες στην κατανόηση της αγγλικής γλώσσας, επικοινωνήστε με την Υπηρεσία Μετάφρασης και Διερμηνείας (TIS) στο 131 450 (με το κόστος μιας τοπικής κλήσης) και ζητήστε να σας συνδέσουν με έναν Υπάλληλο Πληροφοριών στην Υπηρεσία Προστασίας Καταναλωτών Βικτώριας (Consumer Affairs Victoria) στον αριθμό 1300 55 81 81.

Italian Se avete difficoltà a comprendere l'inglese, contattate il servizio interpreti e traduttori, cioè il Translating and Interpreting Service (TIS) al 131 450 (per il costo di una chiamata locale), e chiedete di essee messi in comunicazione con un operatore addetto alle informazioni del dipartimento "Consumer Affairs Victoria" al numero 1300 55 81 81.