

# Residential Rental Application Form

For your application to be processed you must answer all questions  
Please note: any mention of RRP refers to Residential Rental Provider.



**LATROBE VALLEY**  
REAL ESTATE

## 1. Agent Details

### Latrobe Valley Real Estate

**Address:** 57 Hotham St, Traralgon, Vic, 3844  
**Phone:** 03 5176 5544  
**Email:** admin@lvrealestate.com.au

Referring Property Manager ID

## 2. Property Details

### Preference 1 Address

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

### Preference 2 Address

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Lease term \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_

Date property is to be occupied \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Number of people who will occupy the property \_\_\_\_\_

Adults \_\_\_\_\_ Children \_\_\_\_\_

## 3. Personal Details

First name \_\_\_\_\_ Initial \_\_\_\_\_

Last name \_\_\_\_\_

Drivers licence number \_\_\_\_\_ State of issue \_\_\_\_\_

Alternate ID (e.g. Passport) number \_\_\_\_\_

Pension Type (if applicable) \_\_\_\_\_ Number \_\_\_\_\_

Please provide contact details

Home # \_\_\_\_\_ Mobile # \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_ Work # \_\_\_\_\_

Current address

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Length at your current address? \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_

Name of RRP/Agent (if applicable) \_\_\_\_\_

Phone # \_\_\_\_\_

Rent paid per month \$ \_\_\_\_\_

Reason for leaving

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 4. Utility Connection Services

**myconnect**<sup>®</sup>  
a really smart move

**MyConnect will call you to arrange free connection of your required utilities**



Please select the required utilities:

- Water (compulsory)**     Electricity     Gas     Telephone  
 Internet     Pay TV     **Interpreter required**

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.

**Tick here to opt out**

☎ 1300 854 478    ✉ enquiry@myconnect.com.au    🌐 myconnect.com.au

## 5. Declaration

I acknowledge that this is an application to lease this property and that my application is subject to the owner's 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 rental bond, and that this application is subject to approval from the owner/RRP\*. 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, listing and (NTD) 1300 563 826 which lists defaults by renters. If I default under a rental agreement, the Agent may disclose details of any such default to any person whom the Agent reasonably considers has an interest receiving such information including (NTD) 1300 563 826.

If a RRP or estate agent finds details of a prospective Renter on a database, they must advise the renter in writing, within seven days, of:

- the name of the database & the person who listed the information
- the renter's information held in the database
- how the renter can check, change or remove the listing (ie, by contacting the person who listed them or the database operator).

Signed \_\_\_\_\_

Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**6. Previous Residential Residence**

**1. Your 1st previous address?**

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Length at your previous address? Years \_\_\_\_\_ Months \_\_\_\_\_

Name of RRP/Agent (If applicable) \_\_\_\_\_

Phone # \_\_\_\_\_

Rent paid per month \$ \_\_\_\_\_

Reason for leaving \_\_\_\_\_

**2. Your 2nd previous address?**

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Length at your previous address? Years \_\_\_\_\_ Months \_\_\_\_\_

Name of RRP/Agent (If applicable) \_\_\_\_\_

Phone # \_\_\_\_\_

Rent paid per month \$ \_\_\_\_\_

Reason for leaving \_\_\_\_\_

**7. Employment Details**

Occupation \_\_\_\_\_

Employers name \_\_\_\_\_

Employment address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Employer phone # \_\_\_\_\_

Contact name \_\_\_\_\_

Length at current employment: Years \_\_\_\_\_ Months \_\_\_\_\_

Net income: \$ \_\_\_\_\_ per week \$ \_\_\_\_\_ per month

**8. Previous Employment Details**

Occupation \_\_\_\_\_

Employers name \_\_\_\_\_

Employment address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Employer phone # \_\_\_\_\_

Contact name \_\_\_\_\_

Length at previous employment Years \_\_\_\_\_ Months \_\_\_\_\_

Net income \$ \_\_\_\_\_ Per week \$ \_\_\_\_\_ per month

**9. How did you find out about this property? (Please tick)**

RENT LIST  INTERNET  OFFICE  FOR LEASE BOARD  OTHER \_\_\_\_\_

**10. Emergency Contact**

Please provide an emergency contact (not currently living with you).

First name \_\_\_\_\_ Surname \_\_\_\_\_

Relationship \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

**11. Payment Details**

Property Rental: \$ \_\_\_\_\_ per week OR \$ \_\_\_\_\_ per month

First payment of rent in advance \$ \_\_\_\_\_

Rental bond (1-month rent) \$ \_\_\_\_\_

Total payment \$ \_\_\_\_\_

**12. Other information**

Car registration \_\_\_\_\_

Do you have pets?  Yes  No

If yes, Breed & Type: \_\_\_\_\_

Are they:  Indoor  Outdoor

**13. Personal Referees (not related to you)**

**1. Reference name**

Occupation \_\_\_\_\_

Relationship \_\_\_\_\_ Phone # \_\_\_\_\_

Notes \_\_\_\_\_

**2. Reference name**

Occupation \_\_\_\_\_

Relationship \_\_\_\_\_ Phone # \_\_\_\_\_

Notes \_\_\_\_\_

**14. Office Use Only**

Lease start date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Car space/garage \_\_\_\_\_

RRP Name \_\_\_\_\_

Lease to be signed on \_\_\_\_\_

Signed: \_\_\_\_\_ 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.
- 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/](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.