



Portland Seaview Pty Ltd Licensed Estate Agents

Directors: Allan Barrett, Gail Barrett & Wayne Barrett  
ABN: 65120149760  
125 Percy Street, Portland VIC 3305  
[www.portlandseaview.com.au](http://www.portlandseaview.com.au)

Officer in effective control: A. K. Barrett  
MEMBERS OF THE REIV  
P: (03) 5523 3822 F: (03) 5523 3386  
[enquiry@portlandseaview.com.au](mailto:enquiry@portlandseaview.com.au)

## Rental Application Form

### PROPERTY DETAILS:

Address of Property:	Rental Agreement term:
Rental Agreement Start Date:	No:Adults( ) No:Children( ) Ages:

### PERSONAL DETAILS:

Given Name(s):	Surname:	
Date of Birth:		
Current Address:		
Home Phone:	Work Phone:	Mobile:
Email:		
Drivers License No:	Drivers License State:	
Passport No:	Passport Country:	

### NEXT OF KIN (Not Living With You):

Given name(s):	Surname:	
Relationship:		
Address:		
Phone:	Mobile:	Email:

### CURRENT TENANCY DETAILS:

Length of time at current address:	Rent Paid (week): \$
Reason for leaving:	
Name of Agent/Residential Rental Provider:	Phone:

### PREVIOUS RENTAL HISTORY:

Previous Address:	
Length of time at this address:	Rent Paid (week): \$
Name of Agent/ Residential Rental Provider:	Phone:

## CURRENT EMPLOYMENT:

Occupation:

Current Employer:

Employers Address:

Contact Name(Payroll/Manager):

Phone:

Length of Employment:

Net Income (week):

## SELF EMPLOYMENT DETAILS:

Company Name:

Business type:

Business Address:

Position Held:

A.B.N.

Accountant Name:

Phone:

Net Income: \$ (week/ month/ per annum)

## PREVIOUS EMPLOYMENT:

Occupation:

Employer Name:

Employer Address:

Contact Name:

Phone:

Length of employment:

Net Income (week): \$

## REFEREES: (Not related to **you** or your partner)

Referee Name:

Relationship:

Phone:

Mobile:

Referee Name:

Relationship:

Phone:

Mobile:

## PLEASE ANSWER THE FOLLOWING:

Have any of your previous tenancies been terminated?

☐ No

☐ Yes

If, yes, please provide details:

## OTHER INFORMATION:

Car Registration:

**Please provide details of any pets & complete the pet request form included**

Breed/Type:

Council Registration:

Breed/Type:

Council Registration:

PLEASE NOTE:

Initial payments must be made by EFT or bank account deposit within 24 hours after approval of application. No personal cheques accepted.

I acknowledge that my application is subject to the Residential Residence Providers (RRP) approval and the availability of the premises on the due date. No action will be taken against the RRP or Agent if the applicant is unsuccessful or upon acceptance should the premises not be ready for occupation on this date, for whatever reason.

I accept that rental amounts are subject to change by providing the required notice.

DISCLAIMER:

1. During my inspection of the property I found it to be in relatively clean condition   OR
2. I believe the following items should be attended to prior to my tenancy commencing. I acknowledge that these items are subject to the RRP's approval.


HOW DID YOU FIND OUT ABOUT THIS PROPERTY?

- ☐ Office Property List                      ☐ Web-site                      ☐ Local Paper                      ☐ Other

IDENTIFICATION:    100 Points

The following Identification has been photocopied and is attached to this application

<i>Please Provide the following documents</i>	Score	Tick
Passport	70	
Citizen Certificate (Original or Certified Copy)	70	
Birth Certificate (Original or Certified Copy)	70	
Licence issued under law (e.g.Driver's licence, firearms licence)	40	
Current Tertiary Education ID (with photo)	40	
Current Centrelink Card	40	
Written Reference signed by an officer from a financial body where you have been a customer For more than 12 months or more	40	
Letter from employer (Dated within the last 2 years) confirming Name & Address	35	
Medicare Card/ Electricity/ Water Bill/ Rates Notice/ Telephone Account	25	
Membership Card- Club, Trade, Union, professional body, educational institution	25	



We get things sorted.

PH: 1300 554 323 | Fax: 1300 889 598 | [info@connectnow.com.au](mailto:info@connectnow.com.au) | [connectnow.com.au](http://connectnow.com.au)

**Moving home has never been easier**

Connectnow is dedicated to helping you move home more easily. We can connect your utilities including electricity, gas, phone, internet and pay TV to a broad choice of leading providers. We can also organise your disconnections and offer a range of additional services, such as cleaning and food services, removalists and vehicle hire. What's more, you pay no extra charges as a result of using the connectnow service. We will make all reasonable efforts to contact you within 1 working day of receiving this application to explain the details of the services offered. If we are unable to contact you within this period please call 1300 554 323 to ensure your services can be addressed by the required date

**DECLARATION AND EXECUTION/PRIVACY NOTICE:** By signing this application and ticking the 'YES' box below, I: consent to the collection of my personal information by Connectnow Pty Ltd (ABN 79 097 398 662) ("connectnow") for the purposes of contacting me to talk about arranging the connection and disconnection of moving and utility services and related services and to inform me about other products and services that may compliment my home/lifestyle needs; consent to the disclosure by connectnow of my personal information contained in this application to other parties, including the relevant third party service providers, connectnow's related companies and third parties who provide connectnow with services in connection with the ordinary operation and administration of connectnow's business or where otherwise required or authorised by law; understand that protecting my privacy is important to connectnow and that I can obtain further details about how connectnow manages my personal information, including how I may access and seek correction of my personal information, how I may complain about a breach of my privacy and how connectnow will deal with that complaint, by viewing connectnow's Privacy Policy at [www.connectnow.com.au](http://www.connectnow.com.au) or contacting their Privacy Officer at [info@connectnow.com.au](mailto:info@connectnow.com.au); understand that whilst connectnow is unlikely to disclose my personal information to recipients located overseas, connectnow is not responsible for the privacy practices of any third party service providers, and accordingly, I accept that it is my responsibility to check the privacy policies of the relevant service providers if I wish to obtain further information about how they manage personal information (including whether or not they are likely to disclose such information to overseas recipients); understand that my consent to receive such marketing materials will continue until I opt-out by contacting [info@connectnow.com.au](mailto:info@connectnow.com.au); understand that the connection and disconnection of moving and utility services and related services (collectively referred to as "the nominated services") will only be initiated once a connectnow representative has discussed the details with me and obtained my consent to the terms and conditions of supply of the relevant service providers; acknowledge that, to the extent permitted by law, neither connectnow nor my real estate agent accepts liability for loss caused by delay in, or failure to, connect and disconnect or provide the nominated services; acknowledge that the nominated services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated service providers bind me and that after hours connections may incur additional service fees from utility providers; authorise the obtaining of a National Metering Identifier or a Metering Installation Registration Number for my residential address to obtain supply details; understand that it is the responsibility of the customer/homeowner to ensure that the electricity main switch is in the 'Off Position' for the required timeframe on the day of connection of the nominated utility services and that there is easy access to the meters; understand that connectnow may be paid a fee by the service provider and may pay a fee to a real estate agent in respect of the provision of the services provided to me by connectnow. By signing this application form, I warrant that I am authorised to make this application and to provide the consents, acknowledgements and other undertakings set out in this application form on behalf of all applicants listed on this application form. Where I have nominated an alternative contact person on this application, I authorise connectnow to speak to them about my move and connection and disconnection needs if connectnow is unable to contact me directly.

☐ **Yes, I consent to Connectnow contacting me to organise my Wannon Water, move home services and other products and services to suit my home or lifestyle needs.**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **PM/ID: 23676**

DECLARATION:

I hereby offer to rent the property from the RRP under a Residential Rental Agreement to be prepared by the Agent. Should this application be accepted by the RRP, I agree to enter into a Residential Rental Agreement. I acknowledge that I will be required to pay the following amounts:

\$..... rent per week

First payment of rent in advance \$..... (2 Weeks to be paid in advance)

Rental Bond \$.....(One months rent calculated as weekly rental x 52 / 12)

I acknowledge that this application is subject to the approval of the RRP. I declare that all information contained in this application is true and correct and given of my own free will. I declare that I am not bankrupt.

I authorise the Agent to obtain personal information from:  
The RRP or the Agent of my current or previous residence  
My personal referees and employer/s  
Any record listing or database of defaults by renters:

If I default under a Residential Rental Agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to Agents/RRP's 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:  
Communicate with the RRP in order to approve/select a Renter  
Prepare Residential Rental Agreement/tenancy documents  
Allow tradespeople or equivalent organisations to contact me  
Lodge/claim/transfer to/from a Bond Authority  
Refer to Tribunals/Courts & Statutory Authorities (where applicable)  
Refer to collection agents/lawyers (where applicable)  
Complete a credit check with National Tenancies Database  
**Transfer water account details into my name via Connectnow - I agree to Connectnow contacting me in this regard**

I am aware that if information is not provided or I do not consent to the uses to which personal information is disclosed that the Agent cannot provide me with the Residential Rental Agreement for the premises. I am aware that I may access personal information from the Agent on the contact details above.

Please note: a \$50 charge will occur if application is withdrawn without 48 hours notice

.....  
Signature Date

.....  
Applicant Full Name

Seaview Paperwork checklist	Date.	Initial
Referees contacted		
Employment confirmed		
RRP/Owner contacted		
Renter Application Accepted/Declined		
Lease period ..... months approved		
Pets Discussed and approved/declined by RRP		
Pet Approval received in writing from RRP		
Connectnow- water connection		

# Statement of Information for Rental Applicants



***Residential Tenancies Act 1997 Section 29C***

***Residential Tenancies Regulations 2021 Regulation 14***

---

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

## Information for rental applicants

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.

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.

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.

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.

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).

### **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.

### **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**

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.

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.

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.

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