



I confirm the following:

1. During my inspection I found the property to be in a reasonably clean condition? Yes  No
2. If 'no' I believe the following items should be attended to prior to my tenancy commencing. I acknowledge that these items are subject to the owner's approval.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
3. I acknowledge that this is an application to Lease the property and that my application is subject to the Owner's approval and the current occupants giving up vacant possession. **NO** action will be taken against the Landlord or Agent if the application is unsuccessful or upon acceptance should the premises not be ready on this date, for whatever reason.
4. The tenant is responsible for the connection and payment of the gas, electricity and telephone.
5. I declare that the information in this tenancy application is true and correct and agree that PRD Nationwide Mildura is permitted to make independent enquiries to confirm all the details on this application and perform the necessary credit checks, providing my details as necessary to other parties throughout the application process. Including the following: TICA, debt collection agencies and the landlord/s to provide the landlord for the purpose of assessing my eligibility to rent the property. I also agree that any misrepresentation by me will invalidate the tenancy agreement at the option of the Landlord/Agent.
6. If successful with this application I agree that the agent is permitted to provide my details as necessary to any of the following parties throughout my tenancy: TICA, trades people, Water, VCAT, solicitors, debt collection agencies and the landlord/s for the purpose of ensuring both the landlord and I meet all the obligations of the tenancy.
7. The information collected is held in files at our office and can be accessed by you by applying to Reception on 5022 7750 or admin@prdmildura.com.au.
8. The information collected may later be disclosed to TICA, VCAT, the landlords or our debt collection agency where necessary or other parties seeking a reference from us (another agent for example). TICA (02) 9743 1800
9. I further agree to make the following initial payments.  
**Rent** - Cash OR Bank Cheque made payable to (PRD Mildura).  
**Bond** - Cash OR Bank Cheque made payable to (Residential Tenancies Bond Authority OR RTBA).

Please sign below to acknowledge that you have read, understood and accept the above:

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Print Name: \_\_\_\_\_

**WHERE DID YOU SEE THIS PROPERTY ADVERTISED** (please tick the appropriate box).

- Rental List:  Lease Board  Internet  Site: \_\_\_\_\_  
 Newspaper  Referral  Other  \_\_\_\_\_

**TENANCY APPLICATION FORM**

**Address:** PRD Real Estate Mildura  
 119 Langtree Avenue, Mildura VIC 3500  
**Website:** www.prd.com.au/mildura  
**Telephone:** (03) 5022 7750  
**Email:** [propertymanagement@prdmildura.com.au](mailto:propertymanagement@prdmildura.com.au)  
**ABN:** 55 617 256 916  
**Opening Hours:** Monday - Friday 9.00am - 5.30pm

**IMPORTANT INFORMATION FOR PROSPECTIVE TENANTS**

We do **NOT** give out keys. Our properties **MUST** be viewed by inspection before your application is valid. Please contact our office for inspection times.

It is recommended that you drive past the property before arranging an inspection.

**UNDER NO CIRCUMSTANCES ARE YOU TO ENTER A PROPERTY OR MAKE CONTACT WITH EXSISTING TENANTS.**

In order for your tenancy application to be valid, please provide the following information:

- Fully completed and signed tenancy application, including your acknowledgement of the Privacy Act.
- Photo Identification - Driver's License, Passport OR Key Card.
- Three current references. References from friends or family will NOT be accepted.
- Confirmation of current residential address - Telephone, electricity or gas bill.
- Proof of Income OR Centrelink statement.

Please note from time to time the Landlord may request we inspect your current home. Should this be the case we will contact you to make a mutually convenient time within appropriate legislation.

**INCOMPLETE APPLICATIONS WILL NO BE PROCESSED.**

Please note; we DO NOT keep applications on file if unsuccessful. One application per adult.

**IF YOUR APPLICATION IS APPROVED**

On approval of your application, a time will be arranged for you to read and sign the Residential Tenancy Agreement. Your first rental payment and / or bond must also be paid at this time.

\*If you cannot meet this requirement, the property may continue to be advertised.

- The Bond **MUST** be paid by bank cheque (made out to Residential Tenancies Bond Authority) OR Cash.
- Your first two weeks rent payment must also be paid by either CASH or CHEQUE (made out to PRD Mildura).
- For future rental payments please use Direct Deposit from your nominated bank or if applicable to be taken straight from Centrelink benefits using Centrepay.

**IF YOUR APPLICATION IS NOT APPROVED**

You will be notified at our earliest convenience if your application is not approved by the landlord. Your application, including supporting documents will be shredded. Please ensure that you do not provide us with original documents (especially references), our staff are happy to copy your originals.

**PROPERTY INFORMATION**

Rental Address: \_\_\_\_\_ Commencement Date: \_\_\_\_/\_\_\_\_/\_\_\_\_
Rental Amount: \$\_\_\_\_\_ Tenancy Term (months): \_\_\_\_\_
Bond Amount: \$\_\_\_\_\_
Payment Frequency: Fortnightly [ ] Monthly [ ]
Will you be applying for any kind of bond assistance? Yes [ ] No [ ]
Have you previously rented through PRD Nationwide Mildura? Yes [ ] No [ ]
If yes, what property did you rent and when: \_\_\_\_\_

**PERSONAL DETAILS**

Full Name: \_\_\_\_\_ Mr, Mrs, Miss, Ms, Dr (please circle)
Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Drivers Licence Number: \_\_\_\_\_
Phone Number (Home): \_\_\_\_\_ Work: \_\_\_\_\_
Mobile: \_\_\_\_\_ Email Address: \_\_\_\_\_
Number of Occupants: Adults (name and ages): \_\_\_\_\_
Children (name and ages): \_\_\_\_\_
Car Type: Make: \_\_\_\_\_ Model: \_\_\_\_\_ Registration No: \_\_\_\_\_
Do you have any pets? Yes [ ] No [ ] Type / Breed: \_\_\_\_\_

**NEXT OF KIN / EMERGENCY CONTACT (Parents / Siblings - must be relatives and not living with you).**

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_
Address: \_\_\_\_\_ Occupation: \_\_\_\_\_
Phone Number (Home): \_\_\_\_\_ Mobile Number: \_\_\_\_\_
Work: \_\_\_\_\_

**UTILITY CONNECTIONS**



PH: 1300 859 242
Email: info@prdsmarterconnect.com.au
Website: www.prdsmarterconnect.com.au

Our FREE connection service takes the stress out of organising the connections of all your services such as electricity, gas and water whilst finding valuable savings through our strong relationships with our suppliers.

Please tick what services you would like connected:

- Electricity [ ] Internet [ ]
Gas [ ] Pay TV [ ]
Water [ ] Insurance [ ]
Telephone [ ]

Once PRD Smarter Connect has received your application we will make all reasonable efforts to contact you within 24 hours of the nearest business day to identify how we can help.

By signing this application, you agree and acknowledge:

- 1. PRD Smarter Connect connection services is powered by Compare and Connect Australia Pty Ltd.
2. That you accept the Terms and Conditions that may be accessed at http://www.compareandconnect.com.au/
3. We will contact you by telephone, email or text message in order to provide the services requested by you even if your details are registered on the Do Not Call Register.
4. That we may share your details with their suppliers and service providers in order to facilitate the connection and/or disconnection of the requested services.
5. That we may receive a fee from the suppliers and service providers, part of which may be paid to a referral partner, and you are not entitled to any part of any such fee.
6. That we do not accept any liability on behalf of the suppliers and providers.
7. Obtain the National Metering Identifier and/or Meter Installation Reference Number of the properties that you are vacating and/o relocating to.
8. Contact you with future promotions and offers.

By signing this application form you warrant that you are authorised to make this application and provide the invitation, consents, acknowledgments, authorisations and undertakings set out in this application form on behalf of all of the applicants listed herein.

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

**CURRENT ADDRESS DETAILS**

Are you the Owner [ ] Renter [ ] Sharing [ ] Living with Parents? [ ]
Address: \_\_\_\_\_ Tenancy Period: \_\_\_\_\_
Rental Amount: \_\_\_\_\_
Reason for Leaving: \_\_\_\_\_
Agent or Landlord: \_\_\_\_\_
Contact Number: \_\_\_\_\_ Contact Person: \_\_\_\_\_

**PREVIOUS ADDRESS DETAILS**

Were you the Owner [ ] Renter [ ] Sharing [ ] Living with Parents? [ ]
Address: \_\_\_\_\_ Tenancy Period: \_\_\_\_\_
Rental Amount: \_\_\_\_\_
Reason for Leaving: \_\_\_\_\_
Agent or Landlord: \_\_\_\_\_
Contact Number: \_\_\_\_\_ Contact Person: \_\_\_\_\_

**PENSION / CENTRELINK / FAMILY SUPPORT PAYMENTS**

Type of Benefit: \_\_\_\_\_
Benefit Amount (per week) \$ \_\_\_\_\_

**CURRENT EMPLOYMENT DETAILS**

Employer / Company: \_\_\_\_\_ Position Held: \_\_\_\_\_
Employers Address: \_\_\_\_\_
Period of Employment: \_\_\_\_\_ Income (per week) \_\_\_\_\_
Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**SELF EMPLOYED DETAILS**

Company Name: \_\_\_\_\_ ABN: \_\_\_\_\_
Company Address: \_\_\_\_\_
Business Type: \_\_\_\_\_ Position Held: \_\_\_\_\_
Accountants Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_
Solicitors Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Please Note: If you are self employed please provide a letter from your accountant confirming your income and company status.

**STUDENT DETAILS**

School / University: \_\_\_\_\_ Year of Study: \_\_\_\_\_
Course: \_\_\_\_\_
Are you receiving any financial support? Yes [ ] No [ ]
If yes, please supply details: \_\_\_\_\_

**PROFESSIONAL REFERENCES (Cannot be friends or relatives. Minimum of 2 references - Accountant, Solicitor, Bank Manager etc).**

1. References Name: \_\_\_\_\_
Occupation: \_\_\_\_\_ Relationship: \_\_\_\_\_
Contact Numbers: Home: \_\_\_\_\_ Work: \_\_\_\_\_
Mobile: \_\_\_\_\_ Email: \_\_\_\_\_
2. References Name: \_\_\_\_\_
Occupation: \_\_\_\_\_ Relationship: \_\_\_\_\_
Contact Numbers: Home: \_\_\_\_\_ Work: \_\_\_\_\_
Mobile: \_\_\_\_\_ Email: \_\_\_\_\_
3. References Name: \_\_\_\_\_
Occupation: \_\_\_\_\_ Relationship: \_\_\_\_\_
Contact Numbers: Home: \_\_\_\_\_ Work: \_\_\_\_\_
Mobile: \_\_\_\_\_ Email: \_\_\_\_\_