



## Belle Maison Property Management

### Rental Application Form

Residential Tenancies Act 1997 Section 30AC Residential Tenancies  
Regulations 2021 Sections 14A and 14B

This form must be used for all applications to enter into a residential rental agreement. For more information, please visit  
[consumer.vic.gov.au](http://consumer.vic.gov.au) or call CAV on 1300 55 81 81.

#### PART A – GENERAL

##### 1. Premises to which the application applies

Address of premises: \_\_\_\_\_

##### 2. Rental provider or agent's details

Full name / Company: Belle Maison Property Management | Stephanie Williams  
ACN / ABN: 256 576 25146 Address: P.O Box 5326, Cranbourne State: Victoria  
Phone: 0408 127 564 Email: [stephanie@bellemaisonpm.net.au](mailto:stephanie@bellemaisonpm.net.au)

##### 3. Number of occupants

Total occupants intending to reside: \_\_\_\_\_

##### 4. Personal details of applicant

Full name: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Current address: \_\_\_\_\_ Postcode: \_\_\_\_\_

##### 5. Employment details

Current or most recent employer: \_\_\_\_\_

Employer address: \_\_\_\_\_

Net weekly income: \_\_\_\_\_

If not currently employed, date most recent employment ended: \_\_\_\_\_

##### 6. Financial information

Rental provider/agent may request up to 2 documents: - Pay slips from current/recent employment - Bank statement  
(without transaction details) - Centrelink payment statements or letters If self-employed/freelance/unemployed,  
provide previous employment or documents supporting ability to pay rent.

Document 1: \_\_\_\_\_ Document 2: \_\_\_\_\_

**7. Verification of identity**

- Driver licence
- Proof of age card
- Medicare card
- Australian passport
- Foreign passport & visa
- Birth certificate
- Certificate of Australian citizenship
- Tertiary student ID
- Centrelink card - Department of Veterans Affairs card
- Utilities bill
- Letter from government Department

Document 1: \_\_\_\_\_ Document 2: \_\_\_\_\_

**8. Rental or residential history**

Property 1: Address: \_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

Period of residence: \_\_\_\_\_

Rental provider/agent name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Property 2: Address: \_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

Period of residence: \_\_\_\_\_

Rental provider/agent name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**9. References**

Referee 1: Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Connection to applicant: \_\_\_\_\_

Referee 2: Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Connection to applicant: \_\_\_\_\_

**10. Term of rental agreement**

Desired lease term: \_\_\_\_\_

Preferred move-in date: \_\_\_\_\_

**11. Tenancy databases**

Database: NTD Phone: 1300 563 826 Web:

<https://www.ntd.net.au>

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

Print name: \_\_\_\_\_ Date: \_\_\_\_\_

**PART B – RIGHTS AND OBLIGATIONS**

- Rental providers/agents must use standardised form.
- Rental auctions and bidding prohibited.
- No application fees.
- Applicant information must be protected.
- Must disclose tenancy database use.
- Must destroy/de-identify applicant info per legal timelines.
- Applicants over 18 must complete form.
- Contact rental provider/agent to check application outcome.
- Applicant info may only be used to assess suitability.
- Alternative documentation may be discussed if requested docs unavailable.
- Application assessed based on information provided, including tenancy databases.
- Providers not required to give reasons for unsuccessful applications.

**Help or further information**

For further information, visit the renting section – Consumer Affairs Victoria website at [www.consumer.vic.gov.au/renting](http://www.consumer.vic.gov.au/renting) or call the Consumer Affairs Victoria Helpline 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.

## UTILITY CONNECTIONS

Connectnow Is a FREE service connecting utilities and other services. If the Agent approves this application, Connectnow will call you to confirm your details by the next business day. PLEASE SELECT BELOW to indicate services you would like connected.

- ELECTRICITY
- GAS
- INTERNET
- TELEPHONE

Ph: 1300 554 323 Fax: 1300 889 598

info@connectnow.com.au

### DECLARATION AND ACCEPTANCE:

I/We consent to the disclosure of this application form (including any personal information contained in this form) to Connectnow Pty Ltd (ABN 79 097 398 662) for the purpose of allowing Connectnow to contact me for the connection and disconnection of services as offered by Connectnow I/We acknowledge that if I/We do not provide my/our personal information, Connectnow will not be able to provide its services to me/us. Connectnow 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 consent to Connectnow and its Agents disclosing my/our personal information to providers of the services I/We have indicated above that we would like to connect for the connection of those services and the disconnection of any existing services. I/We consent to Connectnow disclosing connection confirmation details to the Agent. I/We acknowledge that the Agent, its employees and Connectnow may receive a benefit in relation to the connection of any of the services listed above. I/We consent to Connectnow contacting me by phone or SMS in relation to the connection of the services listed above. I/We acknowledge that this consent permits Connectnow to contact me even if the numbers listed on this application are listed on the Do Not Call Register. Connectnow will otherwise collect, hold, use and disclose personal information in accordance with its privacy policy, which is available at [www.connectnow.com.au/terms-and-conditions.asp?from=dfent](http://www.connectnow.com.au/terms-and-conditions.asp?from=dfent) and which sets out how to access and correct the personal information that Connectnow holds and how to lodge a complaint relating to Connectnow's treatment of personal information. Connectnow 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 Connectnow nor the Agent accept any responsibility for any delay in or failure to arrange or provide for any connection or disconnection 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 Connectnow is a value add product and that I/We are under no obligation to use -Connectnow

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

Print name: \_\_\_\_\_ Date: \_\_\_\_\_