



MANDATORY FIELDS

Tenancy Application

TO BE COMPLETED BY EACH APPLICANT

TICK ONCE COMPLETE

Property Details

Address Of Rental Property Weekly rent

When can you take the property from? / / How long do you wish to take the property for?

Tenant Details

Name FIRST MIDDLE LAST

Phone

Mobile

Licence Version (5b)

DOB / / **IMPORTANT!**

Email

Are you a NZ Citizen? Yes No **OFFICE USE: PHOTOCOPY TAKEN**

Contacts and References Section By supplying referees, I agree to you contacting them.

PERSONAL **Personal referees**

Name Phone Relationship

Name Phone Relationship

Name Phone Relationship

Name Phone Relationship

Name Phone Relationship

WINZ WINZ No Income P/W \$

OR

WORK **Current Employment referees**

Employer Phone Income P/W \$

Contact Occupation

Time With Employer Years Months

Address

ADDRESS / LANDLORD **Current Address and Landlord/Property Manager referee**

Address

Time At Address Years Months. Reason For Leaving

Landlord Phone

Previous Address and Landlord/Property Manager referee

Address

Time At Address Years Months. Reason For Leaving

Landlord Phone

Applicant Requirements

Garaging - Car/s Bedrooms -
 Number of adults Number of children under 18
Fencing - Fully Partially No Fencing
Ages / / / / /

Applicant History / Background

Have you ever had a tenancy terminated before?
Have you ever had money deducted from your bond?
Have you ever had a Tenancy Tribunal order against you?

Have you ever been incarcerated? Please provide details

Do you have consumer finance?

\$

How much do you owe to a Landlord/PM

\$

Motor Vehicles - Will you be parking a motor vehicle on the property? Yes No If yes how many?

Registered Owner	Make	Model	Colour	Registration	Finance Company

Chattels, Pets and Smokers

Pets - Do you have a pet? Yes Type No

Smoking - Are any occupants smokers? Yes No

In the event of an emergency who would you like us to contact?

Age - If you're under the age of 18 are you married? Yes No

Name

Do you own any chattels?

Phone Relation

Fridge, whiteware, beds etc. **Total value** \$

Letting Fee - If you enter a tenancy agreement with us, we will charge you weeks rent plus GST as a letting fee.

How did you hear about us? - Internet Radio Referral Newspaper Other

Notes

Applicant Consents

I agree to the collection, use and disclosure of my personal information for the following purposes, and warrant that I have supplied all information on this form freely, including my drivers license details and passport details. I agree that any information found through any third party databases that relates to me can also be used for the purposes outlined in this application.

Recipient of information

The information is provided by you to the Owner/Landlord/Agent/ Property Manager.

Purpose

The purpose for the collection of my information is:

- To perform background checks, reference checks and credit checks through the Centrix and Veda bureau's to assess if I am the best applicant on merit. I consent that my personal information

including debts may be discussed with any personal or work referees

- To add my information to any background, reference and credit checking database
- To allow the Landlord to add a review to a tenancy review database that can then be viewed by other companies and/or Landlords
- To check the Ministry of Justice fines, Tenancy Tribunal, District Court, High Court, Court of Appeal, Supreme Court, Department of Parole, and New Zealand Police databases
- For debt collection purposes
- To check the Personal Properties Securities Register
- To verify my passport, citizenship, birth certificate details via the Department of Internal Affairs
- To check if my vehicle is stolen
- To check and update a credit bureau
- To check whether I am politically significant
- To update the Tenantcheck system.

Information Provided

The information provided on this form and any information found through the background check, reference check and credit checking process may be passed onto an agent and entered into third party databases, inclusive of any credit reporting databases. Subscribers to the databases will have access to my information and use that information for the purpose of credit reporting or for any other lawful purpose including debt collection.

I agree that I have been advised that I have the right to see the information that you hold about me, and to have any information held corrected if it is in error.

I confirm the information in this form is true and correct and that I have read and signed the Cautions under the Privacy Act 1993.

I agree that if I enter a tenancy agreement then this application will form part of the tenancy agreement. I agree to pay a letting fee upon entering the premises.

Date / /

Signature of applicant