



Tenancy Application Form

Applicant Details (separate form per tenant over 18)

Name _____

Phone _____ Mobile _____

Email _____

Current address: _____

Time at this address _____

Why are you leaving this address: _____

Current Landlord: _____ Their phone no: _____

Have you ever had a tenancy terminated before Yes/No (delete one)

Details _____

Identification

Date of birth _____ Passport number _____

Vehicle registration _____ Make & model _____

Drivers Licence number _____ Passport number _____

Bank account details _____

Contacts & References

We require two referees to contact. They cannot be family members nor people you intend to have living with you. If you have never rented previously, then please note companies with whom you have had credit.

1. Name _____ Phone _____

Association _____

2. Name _____ Phone _____

Association _____

Next of kin:

Name _____ Phone _____

Address _____

Spouse/Partner _____

Date of birth _____ Phone number _____

Children _____ Date of birth _____

_____ Date of birth _____

_____ Date of birth _____

_____ Date of birth _____

_____ Date of birth _____

Employment

Employer _____ Phone number _____

Time there _____ Job description _____

If you are currently receiving your income from Work & Income New Zealand, please provide your customer number

Benefit type _____ Customer number _____

Applicant Needs

Desired area/s to live _____

Number of bedrooms _____ Garaging Yes/no (delete one)

Proposed move in date _____ Rental budget \$ _____ pw

Do you smoke? Yes/No (delete one)

Do you have any pets? Yes/No (delete one)

Animal type	Name	Breed	Age	Inside/outside
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

For Dogs please note Registration Number/s

Name _____ Registration _____

Name _____ Registration _____

Name _____ Registration _____

Other housing needs or information we need to know about your situation

Privacy Act 1993 Statement

This application form collects personal information about you.

This information is required to:

- Assess your eligibility as a tenant; and
- Collect information, which would be provided to a tenant default database and/or credit bureau if you enter into a tenancy agreement & fail to comply with the terms of that agreement. (A tenant default database records the names of the persons who have been found in breach of their tenancy agreement and/or the Residential Tenancies Act 1986 by the Tenancy Tribunal);
- The information in this tenancy application form will be retained within our office;
- The information will also be made available to credit bureau and/or tenant default databases & will be accessible to other people that may inquire of this credit bureau and/or tenant default database;
- If you do not supply all the information in this form, you may not be considered for my/our tenancy/ies.
- You have a right to see the information held about you by any credit bureau or tenant default database & to correct that information in accordance with the Privacy Act

Acceptance

1. I consent to you providing the information in this form & details of any proven breach of my tenancy agreement or of the Residential Tenancies Act 1986 to any credit bureau or tenant default database.
2. I acknowledge that the information may then be made publicly available through credit bureau or tenant default databases.
3. I agree that you may use any of the information on this application form to enforce any judgement in respect of the tenancy agreement or in respect of any order against me by the Tenancy Tribunal.
4. I agree that an assessment regarding my fulfilment of basic tenant responsibilities may be added to an internet based tenant reference website. This assessment will be about
 - Payment of rent
 - How tidy the dwelling & grounds have been kept
 - If tenants were considerate toward neighbours
 - If the dwelling & grounds were left clean & tidy at the end of the tenancy
 - If tenants have been declined a tenancy for any reasons
5. If I am declined this tenancy for reasons of a bad credit history or Tenancy Tribunal orders against me, I am aware that this may be placed on a tenancy database.
6. I confirm the information in this form is true & correct and that I have read the Privacy Act Statement as stated above.

Signed _____ Dated _____

Under the privacy Act 1993, you have the right to ask for a copy of all information held about you, and have the right to request the correction of any incorrect information.

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