

Application for a Residential Tenancy

RENTAL PROPERTY			
Property Address:			
Rent per week: \$	Preferred move in date:	Length of tenancy required	
How did you find out about this property? TradeMe / Sign / Local Paper / NZ Herald / Other (circle one)			
APPLICANTS DETAILS			
Full Name:			
Reason for leaving:			
Present Address:			
How long at this address:	Proof of current address:		
Mobile:	Home Phone:	Work Phone:	
Email:	New Zealand citizen? Yes/No		
Date of Birth:	If under the age of 18 are you married? YES/NO		
Drivers Licence No:	5B Version No:	WINZ No:	
OCCUPANCY DETAILS			
NO. OF OCCUPANTS intending to reside in the property (including applicant)			
Name:	Relationship:	Phone No:	Occupation:
Name:	Relationship:	Phone No:	Occupation:
Name:	Relationship:	Phone No:	Occupation:
PETS: Do you have a pet? YES/NO If YES, what type of pet?			
SMOKING: Are you or any other prospective occupants a smoker? YES/NO			
MOTOR VEHICLE: Will you be parking a motor vehicle on the property? YES/NO			
Make:	Model:	Colour:	Registration No:
Make:	Model:	Colour:	Registration No:
Finance company			
EMERGENCY CONTACTS (Close family members)			
Address:			
Name:	Relationship:	Phone No:	
Address:			
Name:	Relationship:	Phone No:	
REFEREES (Not family members nor people you intend to have living with you)			
Name:	Company:	Phone No:	
Name:	Company:	Phone No:	
PRESENT ACCOMMODATION			
Home Owner / Renting / Boarding / Living at Home / New to New Zealand (Circle one)			
Present Address:			Rent per week: \$
How long at this address:	Why are you leaving?		
Name of Property Manager / Agent / Landlord:			
Mobile No:	Phone No:	Email:	
PREVIOUS ACCOMMODATION			
Previous Address:			Rent per week: \$
How long at this address:	Why did you leave?		
Name of Property Manager / Agent / Landlord:			
Mobile No:	Phone No:	Email:	
Have you ever had a tenancy terminated before? YES/NO			
If YES, give details:			
Have you ever had money deducted from you bond? YES/NO			
If YES, give details:			
What is your source of income and occupation?			
Have you ever been incarcerated?			
Do you have consumer finance			
Do you owe any Landlord or Property Manager money?			
Do you own chattels – fridge, white ware, beds etc. Total value?			
CURRENT EMPLOYMENT			
Occupation:	Gross income per week: \$		
Place of Employment:	Length of employment		
Employment Address:			
Managers Name:	Phone No:	Email:	
APPLICANT REQUIREMENTS			
Garaging – car/s	Bedrooms	Fencing – fully fenced or partially fenced	
Number of adults	Number of children under 18 years		

HOW DID YOU HEAR ABOUT US					
Internet	Radio	Referral	Newspaper	Other	(please circle)
TENANT DECLARATION, CONSENTS AND AGREEMENTS					
I agree to you obtaining other information about me and contacting any of the above Referees.					
I agree that the Landlord may use this information to carry out any or all credit checks.					
I agree that you may use any of the information on this form to enforce any judgement in respect of the tenant agreement or in respect of any order against me made by the Tribunal.					
I agree that if the fixed term tenancy is broken, I will pay \$500.00 + GST to cover advertising and other associated administration tasks.					
I agree to have the carpets professionally cleaned upon the termination of the tenancy.					
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 (below) before completing the application form itself.					
Applicants Printed Name:		Applicants Signature:		Date:	
Applicants Printed Name:		Applicants Signature:		Date:	
OFFICE USE ONLY This application is complete for: BAYLEYS RESIDENTIAL PROPERTY MANAGEMENT Phone: + 64..... Fax: +64..... Property Manager Ph: Email:			Date: Drivers Licence checked: Tribunal Orders checked: TINZ checked: Landlord's checked: WINZ Form: Other:		
CAUTIONS PROVIDED PURSUANT TO THE PRIVACY ACT 1993 BEFORE APPLYING FOR A RESIDENTIAL TENANCY IN TERMS OF THE PRIVACY ACT 1993 YOU ARE GIVEN NOTICE THAT:					
Requests Information	This application form asks you to provide personal information				
Purpose of Collection	The information is being collected on this form by the Property Manager at Bayleys Residential Property Management on behalf of the Owner. The address for service is: Maritime Square, 4 Viaduct Harbour Avenue, Auckland and is required so that the Landlord/Property Manager can check the information and be able to assess whether you would be the best application on merit for the tenancy and we are also obliged to inquire whether you are a minor.				
Recipient of Information	The intended recipient of this information is Bayleys Residential Property Management whose name appears at the top of this form as Landlord.				
Sight Information	We advise that you have the right to see the information we hold about				
Correct Information	To correct information that is incorrect				
Holding information	If you do not enter a tenancy Agreement with the Landlord referred in this application form, the application form will be destroyed but if you sign a Tenancy Agreement with Bayleys Residential Property Management we will keep a record of the information you give us.				
Applicants Printed Name:		Applicants Signature:		Date:	

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 licence details and passport details. I agree that any information found through any third party databases, that relate 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 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 check the Ministry of Justice fines database
- For debt collection purposes
- To check the Personal Properties Securities Register
- To verify my passport details
- To check and update any credit bureau.

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

Applicants signature acknowledging that they have read all the above and fully understand what they have read _____