

# tenancy application

A separate application form is required for each person who proposed to enter into a tenancy agreement as a tenant.

Property applying for (if applicable):

## Rental Property

Rent up to \$ \_\_\_\_\_ per week Preferred move in date: \_\_\_\_\_

Length of Tenancy Required: \_\_\_\_\_

Number of bedrooms required: \_\_\_\_\_

## Application Detail

Full Name: \_\_\_\_\_

Current Address: \_\_\_\_\_

How long have you been at this address: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Identification Passport/Drivers Licence No: \_\_\_\_\_ (copy attached)

Country of Origin: \_\_\_\_\_

Are you a smoker : Yes / No Are any people who live with you smokers: Yes / No

Do you have any pets? Yes / No If yes what animals: \_\_\_\_\_

Car Make \_\_\_\_\_ Car Registration: \_\_\_\_\_

Number of people intending to reside in the property (including applicant): \_\_\_\_\_

## Other occupants – who else will be living with you:

Full Name: \_\_\_\_\_ Age: \_\_\_\_\_ Occupation: \_\_\_\_\_

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## Work Details In New Zealand

### Name of Employer:

Address: \_\_\_\_\_

Period of Employment: \_\_\_\_\_ Occupation: \_\_\_\_\_

Can we contact your employer for a reference if required: Yes / No

If yes, please provide details of person to contact: \_\_\_\_\_

### Previous Employer:

Address: \_\_\_\_\_

Period of Employment: \_\_\_\_\_ Occupation: \_\_\_\_\_

Can we contact your employer for a reference if required: Yes / No

If yes, please provide details of person to contact: \_\_\_\_\_

**Next of Kin living in New Zealand (this must be completed for use in case of emergency):**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

**Referee in New Zealand:****Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Address: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Address: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

**Current Tenancy Details:****Current Address:**

Length of time at this address: \_\_\_\_\_ Rent Paid: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Landlords name/Agency: \_\_\_\_\_

Landlords Contact Phone Number/Email Address: \_\_\_\_\_

**Previous Address:**

Length of time at this address: \_\_\_\_\_ Landlords Contact Phone Number/Email Address: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Landlords name/Agency: \_\_\_\_\_

**Privacy Statement**

We are an independently owned and operated business. We are bound by the Privacy Act 1993. We collect personal information about you in this form to assess your application for a residential tenancy. We may need to collect information about you from previous landlords or letting agents, your current or previous employer and your referees. Your consent to us collecting this information is set out below. We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful we may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and owner's insurers. We may also send personal information about you to the owners of other properties at your request. You have the right to access personal information that we hold about you by contacting us. If you do not complete this form or do not sign the consent below then your application for a residential tenancy may not be considered by the owner of the relevant property, or, if considered, may be rejected.

**Credit Check**

I understand that Hewson Real Estate Ltd (trading as Ray White Real Estate Kerikeri) are asking me for personal information about me so they can use a credit reporting service to credit check me if applicable, I understand that:

Hewson Real Estate Ltd will give this credit reporting service information about me for this purpose and if I default in my payment obligations to Hewson Real Estate Ltd, information about that default may be given to a credit reporting service about my default for other customers.

**Debt Collection**

If at the end of any tenancy there is an unsatisfied debt by way of Money Order, then the tenant agrees that the tenant be liable for and pay for all costs of recovery of the Money Order, which costs shall be collected by a debt collection agency. Costs payable by the debtor shall include, legal fees, commissions, fees and disbursements, and/or court filing fees and disbursements.

**Consent**

I, the applicant, acknowledge that I have read the Privacy Disclosure Statement. I agree and authorise the Agent to collect information about me from:

1. My previous lettings agents and/or landlords;
2. My personal referees;
3. Any Tenancy Default Database which may contain personal information about me. I also authorise the Agent to disclose details about any defaults by me under the tenancy to which this application relates to any tenancy default database to which it subscribes to. And use any information on this form to enforce any judgement in respect of tenancy agreement or respect of any order against me by the Tribunal and:
4. I agree that if I enter an unconditional agreement to rent residential premises introduced to me through Hewson Real Estate Ltd I will pay Hewson Real Estate Ltd a letting fee or commission equal to one weeks rent plus GST.
5. I confirm that the information in this form is true and that I have read and signed the Cautions under the Privacy Act 1993 and other information on this form before completing the application form itself.

If this application is for a specific property, I acknowledge that this application is subject to the approval of the owner. I declare that all information contained in this application is true and correct and given of my own free will. I declare that I have inspected the premises and am satisfied with the current condition of the property.

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

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