



## TENANCY APPLICATION FORM

<b>Date of Application:</b>	
<b>Property address(es) applying for:</b>	
<b>YOUR PERSONAL DETAILS:</b>	
Your Name	<b>WIFE/HUSBAND/PARTNER/FLATMATE DETAILS:</b>
Your Date of birth	Their Name
Your Home/mobile phone	Their Date of Birth
Your Email	Their Home/mobile phone
	Their Email
<b>ADDRESS DETAILS</b>	
Current Address	Date Moved In
Previous Address	Date Moved in to previous address
<b>INCOME DETAILS</b>	
EMPLOYED    YES    NO	EMPLOYED    YES    NO
Work place/company name	Work place/company name
Occupation	Occupation
Employer Phone	Employer Phone
Work Address	Work Address
Supervisor	Supervisor
Date Started	Date Started
<b>IDENTIFICATION:</b>	
<b>Drivers License &amp; version number</b> (5a & 5b on license) Number (5a)                                  Version (5b) Must supply a copy	<b>Drivers License &amp; version number</b> (5a & 5b on license) Number (5a)                                  Version. (5b) Must supply a copy
<b>TENANT INFORMATION</b>	
Number of tenants	Ages of all tenants including children
Pets?	If so what
Does any tenant smoke                                  YES    NO	
<b>ADDITIONAL FLATMATES</b>	
Will you have Flat mates moving in – if so please supply details below:	
Name & Phone	Name & Phone
Working                  Yes                  No	Working                  Yes                  No
Work Place/Company name	Work Place/Company name
Work phone	Work phone
<b>EMERGENCY CONTACT/NEXT OF KIN</b>	
Name	Relationship
Address	Phone

**PLEASE TURN OVER**

**REFERENCES:**

Current Landlord Name:	Phone No:
What address is this reference for:	
Previous Landlord Name:	Phone No:
What address is this reference for:	
Personal Reference Name	Phone No:
Relationship:	

**CREDIT CHECK**

I ..... consent to you **Tauranga Rentals Ltd** collecting, using and disclosing my personal information for the following purposes:

- Verifying any information that I give to you (or information that we may collect from other sources) with third parties and third party databases, including Government agencies (for example NZ Transport Authority).
- Carrying out a credit check on me with a credit reporting agency to assess my creditworthiness as a prospective tenant. This will require you to give my information to the credit reporting agency as well as the credit reporting agency providing information about me to you.
- Checking the Ministry of Justice fines database for any overdue fines I may have to assess my creditworthiness as a prospective tenant. This will require you to give my information to the Ministry of Justice. This check may be carried out by a credit reporting agency, which will require the search results to be disclosed to the credit reporting agency.
- Where I have voluntarily given you my driver licence information, this information may also be disclosed to a credit reporting agency and the Ministry of Justice as part of the checks you undertake with them.

I authorise any third party to provide my personal information to you for any of these purposes.

I understand that if you disclose my personal information to a credit reporting agency, they may hold my information on their credit reporting database and use it for providing credit reporting services and for any other lawful purpose and they may disclose my information to their subscribers for the purpose of credit checking or debt collection or for any other lawful purpose.

**FEE**

A fee equivalent to one week's rent (plus GST) is payable to Tauranga Rentals Ltd for services rendered in the granting of this tenancy. That fee is not refundable should for any reason the tenancy not be proceeded with.

**PRIVACY ACT 1993 – STATEMENT**

For the purposes of the Privacy Act 1993: This application form collects information about you. This information is required to: Assess your eligibility as a tenant & collect information, which would be provided, to a Tenant Default database or credit bureau if you enter into a Tenancy Agreement and fail to comply with the term of that agreement. (A tenant default database records the names of people who have been found to breach a Tenancy Agreement or the Residential Tenancy Act 1986 (and any amendments) by the Tenancy Tribunal.) The information in this Tenant application form will, if you enter into a Tenancy Agreement with us, to be held on a database and used by us and/or by the owner of the rented property. You have the right to see the information held about you by any credit bureau or Tenant Default database and to correct it in accordance with the Privacy Act.

**SIGNED:** \_\_\_\_\_ **DATED:** \_\_\_\_\_

**SIGNED:** \_\_\_\_\_ **DATED:** \_\_\_\_\_