

## PLEASE READ THE INFORMATION BELOW BEFORE COMPLETING THIS FORM

### CAUTIONS AND INFORMATION DRAWN TO YOUR ATTENTION IN TERMS OF THE PRIVACY ACT 1993

You acknowledge that you understand that we are asking you for personal information about you so as to use a consumer credit reporting service to credit check you; you understand that:

- A consumer credit reporting service will give us information about you for that purpose.
- We will give your personal information to a consumer credit reporting service, and that the credit reporting service will hold that information on their systems and use it to provide their credit reporting service.
- When other customers of the consumer credit reporting service use the credit reporting service they may give the information to those customers.
- If you default in your payment obligations to us, information about that default may be given to the consumer credit reporting service, and the credit reporting service may give information about your default to other credit reporting service customers.

This information is being collected by the Landlord/Property Manager whose address is shown. The intended recipient of this information is the Landlord/Property Manager referred to over the page. The information is also required so that we can check the details you provide us, with other Owners/Landlords/Rental Managers, and assess your merit as a tenant.

- If you do not provide all the information requested you may not be regarded as the best applicant for the property/properties offered.
- If you sign a Tenancy Agreement with "Nidd Realty Limited", we will keep a record of the information you give us.
- You have the right to check on the information we hold about you and to have it corrected, if it is wrong.
- If you do not sign a Tenancy Agreement with "Nidd Realty Limited", the information you give us will be retained for 6 months and then destroyed.
- This information is also required to assess whether you are a minor and/or able to enter a Tenancy Agreement
- A separate form is required for each signatory or proposed signatory to any Tenancy Agreement.

### TENANTS DECLARATIONS, CONSENTS AND AGREEMENTS

I declare that the "Cautions and Information" drawn to your attention in terms of the Privacy Act 1993 portion of the "Tenants Application to Rent" form was drawn to my attention before I completed the form myself. I consent to you 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.
- If I default in my payment obligations to you, information about that default may be given to the consumer credit reporting service, and the credit reporting service may give information about my default to other credit reporting service customers.
- I consent to the Landlord/Property Manager contacting my references that I have recorded on this form, to check on any details that I have provided.
- I agree that the Landlord/Property Manager may use any information provided on this form to assist them in assessing my creditworthiness (credit check to be completed by Cedar Credit) as a prospective tenant and in collecting any monies owing in rent or damages, or to enforce any Judgement or Money Order against me. All costs incurred in the collection of overdue amounts will be payable by the debtor.
- I declare that all the details contained in the "Tenants Application to Rent" form overleaf are true and correct.
- I agree that the Landlord/Property Manager can obtain other information about me.
- I agree that should I be successful with my application, I will be required to pay, prior to the start of the tenancy, at least 1 week and not more than two weeks rent in advance, a bond of not more than the equivalent of four weeks rent.
- I declare that this authority cannot subsequently be cancelled by me.

Should I be unsuccessful with this application, I authorise "Nidd Realty Limited" to hold my information on file for other properties that may become available.

If "Nidd Realty Limited" is unable to make contact with you, the name and address supplied as "In Case of Emergency" shall be a contact address.

*Please ensure you read all the information before signing and submitting this form.*

Signed: \_\_\_\_\_ (Applicant)

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

### Nidd Property Management

544 Great King Street, PO Box 6099, Dunedin

P: 03 477 4430 F: 03 477 4431

[rentals@nidd.co.nz](mailto:rentals@nidd.co.nz) [www.nidd.co.nz](http://www.nidd.co.nz)

This information is provided by you for the purpose of assessing your eligibility as a tenant for:

The property at: \_\_\_\_\_ Rent pw: \_\_\_\_\_

Proposed tenancy start date: \_\_\_\_\_ Proposed tenancy end date: \_\_\_\_\_ Long term/Short Term

I have viewed the property with a Nidd Property Management Agent: YES  NO  I plan on purchasing a property in Dunedin within the next 12-24

Surname: \_\_\_\_\_ If married, maiden name: \_\_\_\_\_

First Names: \_\_\_\_\_ Date of birth: \_\_\_\_\_ Age: \_\_\_\_\_

Current Address: \_\_\_\_\_ Length of time there: \_\_\_\_\_ If under 18, are you married?

City: \_\_\_\_\_ Email: \_\_\_\_\_

Reason for moving: \_\_\_\_\_ Ph: \_\_\_\_\_

Number of dependants living with you: \_\_\_\_\_ Ages: \_\_\_\_\_ Mobile: \_\_\_\_\_

Names of dependents: \_\_\_\_\_

Employer/Institute: \_\_\_\_\_ Occupation/Major: \_\_\_\_\_ Phone #: \_\_\_\_\_

Employer/Institute address: \_\_\_\_\_ Length of time there/Year of study: \_\_\_\_\_

Name of your Bank: \_\_\_\_\_ Branch: \_\_\_\_\_ Do you receive a WINZ benefit:

WINZ benefit Type if any: \_\_\_\_\_ WINZ No: \_\_\_\_\_ Previous criminal convictions:

*If you have a previous criminal conviction we may require you to fill out a Ministry of Justice criminal record release form.*

**Next of kin / in case of emergency - Not to be living with you, if under 25 a parent must be nominated. (Email is compulsory for non-NZ Resident)**

Names: \_\_\_\_\_ Relationship: \_\_\_\_\_

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

\_\_\_\_\_ Email: \_\_\_\_\_

Do you have pets?  Name: \_\_\_\_\_ Type & Breed \_\_\_\_\_ Inside:  
Outside:

Are you a smoker?  Please note smoking is not permitted inside any of our properties

Car Make: \_\_\_\_\_ Model: \_\_\_\_\_ Reg No: \_\_\_\_\_ Year: \_\_\_\_\_ # of Cars:

**Current/Previous Landlord or other references (Not to be a family relative) Please state affiliation to your reference: Landlord, Real Estate Agent, Employer etc**

(1) Name: \_\_\_\_\_ Affiliation: \_\_\_\_\_

Rental Address: \_\_\_\_\_ City: \_\_\_\_\_

Date Rented: \_\_\_\_\_ Rent \$: \_\_\_\_\_ Phone: \_\_\_\_\_

(2) Name: \_\_\_\_\_ Affiliation: \_\_\_\_\_

Rental Address: \_\_\_\_\_ City: \_\_\_\_\_

Date Rented: \_\_\_\_\_ Rent \$: \_\_\_\_\_ Phone: \_\_\_\_\_

Will anyone else be living with you at the property  (All tenants are required to complete separate application forms)

Names: \_\_\_\_\_

How did you find out this property was available to rent? Internet, sign etc?

**PHOTO ID IS REQUIRED** - Driver's License/Passport/18+ Card/Other: \_\_\_\_\_ Email/Post/Copy at the Office: \_\_\_\_\_

**PLEASE NOTE: INCOMPLETE FORMS WILL NOT BE PROCESSED & WE MUST HAVE YOUR FULL SIGNATURE - SEE OVER PAGE**