

# TENANT APPLICATION TO RENT

## PLEASE READ THE INFORMATION BELOW BEFORE COMPLETING THIS FORM

*While it is not required that you fill out this form in its entirety, it may prevent us from carrying out a complete credit check which could make it more difficult for the Owner to make a decision.*

**Applicants 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 relates to me can also be used for the purposes outlined in this application. I acknowledge if I enter a tenancy agreement as a result of this application being successful, then the information provided in this application will form part of the tenancy agreement.

**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 through the Centrix and Equifax credit bureau's to assess if I am the best applicant on merit. I consent that my personal information may be discussed with any personal or work referees.
- To add my information to any background, reference and credit checking database for the purposes of this application or future referrals or applications to Nidd Property Management or other companies for the purposes of other tenancies that may be applied for.
- To allow the Landlord to add a review to a tenancy review database that can be then viewed by other companies and/or Landlords.
- To check the Ministry of Justice fines, Tenancy Tribunal, District Court, High Court, Court of Appeal, Supreme Court, Department of Parole, and New Zealand Police databases.
- For debt collection purposes.
- To check the Personal Properties Securities Register.
- To verify my passport, citizenship and birth certificate details.
- To check and update a 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. 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 agree that the Landlord/Property Manager can obtain other information about me relevant to the proposed tenancy.
- I declare that this authority and the consents provided by me cannot subsequently be withdrawn or cancelled by 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 further agree to Nidd Property Management Limited providing a copy of the tenancy agreement to any purchaser of the property or their solicitor or nominated agent.
- I further agree to Nidd Property Management Limited providing a copy of my record of payments of rental, routine inspections and any other relevant information to any proposed purchaser or agent of the property.
- I agree to the terms and conditions above.
- I agree that I have been advised that I have the right to see the information that you hold about me, and to have any information held corrected if it is in error.
- I confirm the information in this form is true and correct and that I have read and signed the Cautions under the Privacy Act 2020.

I/we hereby authorise Nidd Property Management Limited to provide a reference or report in respect of the tenancy to any future landlords or prospective landlords for which I/we may be applying to occupy or lease premises from.

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

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

**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 VIEWED THE PROPERTY WITH A NIDD PROPERTY MANAGEMENT AGENT: **YES**  **NO**

I AM OVER 18 YEARS OF AGE **YES**  **NO**  **IF UNDER THE AGE OF 18 A GUARANTOR IS REQUIRED TO ALSO SUBMIT AN APPLICATION**

**SURNAME:** \_\_\_\_\_ (IF MARRIED) **MAIDEN NAME:** \_\_\_\_\_

**FIRST NAMES:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_/\_\_\_\_/\_\_\_\_ **AGE:** \_\_\_\_\_

**CURRENT ADDRESS:** \_\_\_\_\_ **LENGTH OF TIME THERE:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**REASON FOR APPLYING FOR A NEW TENANCY:** \_\_\_\_\_ **PH:** \_\_\_\_\_

**NUMBER OF DEPENDANTS LIVING WITH YOU:** \_\_\_\_\_ **AGES:** \_\_\_\_\_ **MOBILE:** \_\_\_\_\_

**NAMES OF DEPENDENTS:** \_\_\_\_\_

**VEHICLE DETAILS** \_\_\_\_\_ **SMOKER** **YES**  **NO**

**PETS:** **YES**  **NO**  **NAME:** \_\_\_\_\_ **TYPE AND BREED:** \_\_\_\_\_ **INSIDE**  **OUTSIDE**

**EMPLOYER/INSTITUTE:** \_\_\_\_\_ **OCCUPATION/MAJOR:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**EMPLOYER/INSTITUTE ADDRESS:** \_\_\_\_\_ **LENGTH OF TIME THERE/YEAR OF STUDY:** \_\_\_\_\_

**DO YOU RECEIVE A WINZ BENEFIT** **YES**  **NO**  **WINZ BENEFIT TYPE IF ANY:** \_\_\_\_\_ **WINZ NO:** \_\_\_\_\_

**PREVIOUS CRIMINAL CONVICTIONS:** **YES**  **NO**  \_\_\_\_\_

**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 Residents.**

**NAMES:** \_\_\_\_\_ **RELATIONSHIP:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

\_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**CURRENT/PREVIOUS LANDLORD OR OTHER REFERENCES (NOT TO BE A FAMILY RELATIVE)** *Please state affiliation to your reference: Landlord, 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** **YES**  **NO**  (All potential Tenants are required to complete separate application forms)

**NAMES:** \_\_\_\_\_

\_\_\_\_\_

**HOW DID YOU FIND OUT THIS PROPERTY WAS AVAILABLE TO RENT? INTERNET, SIGN? OTHER?** \_\_\_\_\_

**PHOTO ID IS REQUIRED -** **DRIVER'S LICENCE**  **PASSPORT**  **18+ CARD**  **OTHER:** \_\_\_\_\_

I PLAN ON PURCHASING A PROPERTY IN DUNEDIN WITHIN THE NEXT 12-24 MONTHS: **YES**  **NO**

PLEASE NOTE: WE MUST HAVE YOUR FULL SIGNATURE - SEE OVER PAGE