



# Tenancy Application Form

This information is required for the purposes of assessing your eligibility as a tenant.

One form should be completed for every intending adult tenant. (every tenant has different details of D.O.B., employer, ID. etc)

Address of Property applying for

**Full name** as per photo id presented   
Phone  Mobile  Email   
Date of Birth  /  /  Verified with (eg. drivers licence, passport)   
I.D number  If Drivers License state Version (5B on licence)   
**A copy of your I.D is required. (Suitable ID is Drivers License, Passport, 18+ Card.)**  
Bank Account Number   
Vehicle Registration  Make  Model

**Spouse/Partner Full name**   
Phone  Mobile  Email   
Date of Birth  /  /  Verified with (eg. drivers license, passport)   
I.D number  If Drivers License state Version (5B on licence)   
**A copy of your I.D is required. (Suitable ID is Drivers License, Passport, 18+ Card.)** Children

**Current Address** (proof required)   
How long at this address  Reason moving   
Landlords Name  Landlords Phone number

**Employer:** Company / Name  Phone   
Job Description  Time there   
**If you are currently receiving income from WINZ please provide details below**  
Benefit Type  Customer Number

**Emergency Contact Name**  Address   
Phone  Email

**References:** At least two contact references. They can't be family members nor people you intend to live with.

1 <sup>st</sup> Referee Name	<input type="text"/>	Address	<input type="text"/>
Phone	<input type="text"/>	Email	<input type="text"/>
2 <sup>nd</sup> Referee Name	<input type="text"/>	Address	<input type="text"/>
Phone	<input type="text"/>	Email	<input type="text"/>
3 <sup>rd</sup> Referee Name	<input type="text"/>	Address	<input type="text"/>
Phone	<input type="text"/>	Email	<input type="text"/>

Date you could start the Tenancy	<input type="text"/> / <input type="text"/> / <input type="text"/>	Length of tenancy you would like	<input type="text"/>
How many Adults	<input type="text"/>	Age(s) of any children	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
How many pets	<input type="text"/>	Type (if dogs state breed)	<input type="text"/>
Do you have a stored Application on <a href="http://www.tenant.nz">www.tenant.nz</a> ?	Yes / No	<input type="text"/>	

### Privacy Statement

By completing this Application Form you agree to the collection, use and disclosure of Personal Information in accordance with this Privacy Statement. Personal Information includes any information that identifies you or another person, that you provide, or have provided, to us or authorise us to collect at any time (including default information and updated information). This Privacy Statement does not limit our rights and obligations under the Privacy Act 1993.

If you provide to us, or authorise us to collect, Personal Information about a third party (such as a guarantor) you confirm that the relevant person has authorised us to collect, use and disclose their Personal Information in accordance with this Privacy Statement and that you have informed them about their rights to access their Personal Information set out below.

It is not mandatory to provide us, or authorise us to collect, Personal Information. However, if you do not do so, it is likely to affect our assessment of your tenancy application.

We may collect and use Personal Information to: (a) assess your suitability for a tenancy, including assessing your and your guarantor's creditworthiness and reference checking; (b) manage and monitor your tenancy (if your application is approved); (c) collect any amounts that you owe to us and/or enforce any Tenancy Tribunal order.

We may use the services of, or provide services to, Dun & Bradstreet (New Zealand) Limited (**D&B**) (and any other credit reporter and/or debt collection agency), Tenancy Information New Zealand Limited (**TINZ**) and TINZ's related companies (together **Authorised Agencies**). We may collect Personal Information from, and disclose Personal Information to, Authorised Agencies for any of the purposes described in this Privacy Statement and we may authorise Authorised Agencies to hold, use and disclose Personal Information for the purpose of providing their (or other Authorised Agencies') services to us and to other clients. You agree that, subject to applicable laws, Authorised Agencies may use Personal Information to provide marketing services to their clients and Authorised Agencies and their clients may communicate with you (including by electronic means) about services and offers that they think may be of interest to you.

Personal Information will be held by us at our business address **40 Beach Rd, Auckland Central, 1010**. You have the right to access and request correction of your Personal Information by contacting us at **+64 9 337 5340**.

I confirm that all of the information I have provided to you is accurate, complete and not misleading and I have read, understood and agree to the Privacy Statement set out above.

Signature 1	<input type="text"/>	Date	<input type="text"/> / <input type="text"/> / <input type="text"/>
Signature (spouse/partner)	<input type="text"/>	Date	<input type="text"/> / <input type="text"/> / <input type="text"/>