

# **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 unless a spouse as listed below.

**Applicant Tenant's full name:**.....

**Current Address:**.....

**Commencement date at this address:**.....**Current Phone number:**.....

**Landlord/Agents Name:**.....**Landlord/Agents Phone Number:**.....

**Reason for moving:**.....

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## **IDENTIFICATION**

**Date of Birth:**..... **Verified with:** Drivers Licence / Passport / WINZ / Photo Credit Card

**Number:**..... **Landlord/Agent has sighted:**.....  
(Landlord/Agent is to sign here)

**Bank Account #**.....

**Car Registration:**..... **Make/Model:**.....

**Proof of current address:**.....(suitable proof: power/phone bill)

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## **EMPLOYMENT**

**Employer:**.....**Phone Number:**.....

**Time there:**.....**Job Description:**.....

*If you are currently receiving your income from Work & income New Zealand please provide your customer number.*

**Benefit Number:**..... **Customer Number:**.....

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## **CONTACT /REFERENCES**

(I/we require two contact names and details - they can NOT be family members or people you intend to have living with you.

1. **Name:**..... **Phone Number:**.....

**Address:**.....

2. **Name:**..... **Phone Number:**.....

**Address:**.....

**Spouse/Next of Kin:**

**Name:**..... **Phone Number:**.....

**Address:**.....

# **Privacy Act 1993 Statement**

*This application form collects personal information about you.*

This information is required to:

- Assess your eligibility as a tenant; and
- Collect information, which would be provided to a tenant default database and/or credit bureau if you enter into a tenancy agreement and fail to comply with the terms of that agreement. (A tenant default database records the names of the persons who have been found in breach of their tenancy agreement and/or the Residential Tenancies Act 1986 by the Tenancy Tribunal.)
- The Landlord\Agent will retain this information in this Tenancy application form.
- The information will also be made available to credit bureau and/or tenant default databases and will be accessible to other people that may inquire of this credit bureau and/or tenant default database;
- If you do not supply all the information in this form, you may not be considered for this tenancy/tenancies;
- You have the right to see the information held about you by any credit bureau or tenant default database and to correct that information in accordance with the Privacy Act

## **ACCEPTANCE**

1. I consent to you providing the information in this form and details of any proven breach of my tenancy agreement or of the Residential Tenancies Act 1986 to any credit bureau or tenant default database.
2. I acknowledge that the information may then be made publicly available through credit bureau or tenant default databases.
3. I agree that you may use any of the information on this application form to enforce any judgment in respect of the tenancy agreement or in respect of any order against me by the Tenancy Tribunal.
4. I confirm the information in this form is true and correct and that I have read the Privacy Act statement as stated above.

**Signature:**..... **Date:**.....