

## RENTAL APPLICATION FORM

**PROPERTIES I WISH TO VIEW:** \_\_\_\_\_

### **PERSONAL DETAILS**

Name \_\_\_\_\_ Sex \_\_\_\_\_ DOB \_\_\_\_\_  
Occupation/Employer \_\_\_\_\_ Work Ph: \_\_\_\_\_  
Current Address \_\_\_\_\_  
Home Phone \_\_\_\_\_ Mobile phone \_\_\_\_\_ Email \_\_\_\_\_  
Pets? (If dogs what breed) \_\_\_\_\_ Smoker / Non-Smoker (select one)  
Emergency contact (someone who will not be living with you) \_\_\_\_\_  
Relationship \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_

How long do you intend to rent? \_\_\_\_\_ Date Property Required \_\_\_\_\_  
How many people will occupy the property \_\_\_\_\_  
How many vehicles will be parked at the property \_\_\_\_\_  
Has your tenancy ever been terminated by a landlord or agent? \_\_\_\_\_  
Are you in debt to another landlord or agent? \_\_\_\_\_  
Is there any reason known to you that would affect your future rental payments? \_\_\_\_\_

### **OTHER ADULT OCCUPANTS (add more names over page if needed)**

Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Mobile \_\_\_\_\_  
Occupation/Employer \_\_\_\_\_ Work Ph: \_\_\_\_\_

### **CHILD OCCUPANTS**

Name \_\_\_\_\_ Age \_\_\_\_\_ Name \_\_\_\_\_ Age \_\_\_\_\_  
Name \_\_\_\_\_ Age \_\_\_\_\_ Name \_\_\_\_\_ Age \_\_\_\_\_

### **IDENTIFICATION VERIFICATION**— a photocopy of your ID will be taken

Drivers License **OR** Passport **OR** Other Photo ID (circle one) ID Number \_\_\_\_\_

### **CURRENT ADDRESS DETAILS**

I am currently Boarding/Renting/Homeowner (circle) - Length of stay \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Landlord/Agent \_\_\_\_\_ Phone \_\_\_\_\_  
Mobile \_\_\_\_\_ email \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

### **PREVIOUS ADDRESS DETAILS**

I am currently Boarding/Renting/Homeowner (circle) - Length of stay \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Landlord/Agent \_\_\_\_\_ Phone \_\_\_\_\_  
Mobile \_\_\_\_\_ email \_\_\_\_\_  
Reason for leaving \_\_\_\_\_  
Was the bond fully refunded? \_\_\_\_\_ If not, Why? \_\_\_\_\_

**WE ONLY ACCEPT RENTAL REFERENCES FROM LANDLORDS—NOT BOARDING OR PERSONAL REFERENCES**

**WE ARE NOT OBLIGED TO ACCEPT BOND TRANSFERS**

By signing this form you agree to pay to us a Letting Fee of one weeks rent plus GST upon signing a tenancy agreement.

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

I confirm the information in this form is true and correct and that I have read the Privacy Act Statement over the page.

Please See Over 

## 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);
- ♦ This information in this tenancy application form will be retained within our office;
- ♦ 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 my/our tenancy(ies);
- ♦ You have a 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 judgement in respect of the tenancy agreement or in respect of any order against me by the Tenancy Tribunal.
4. I agree that an assessment regarding my fulfilment of basic tenant responsibilities may be added to an internet based tenant reference website. This assessment will be about how I/We
  - ♦ Payment of Rent
  - ♦ Kept the dwelling and grounds tidy
  - ♦ Were considerate towards neighbours
  - ♦ Left the dwelling and grounds tidy
  - ♦ If we are declined a tenancy – for any reason.
5. If I am declined this tenancy for reasons of a bad credit history or Tenancy Tribunal orders against me, I am aware that this may be placed on a tenancy database.