

Rental Application Form



Instructions:

- Please ensure that you fill out all areas provided below clearly and easy to read.
- One application per adult applying e.g if 4 adults applying, 4 separate applications must be submitted.
- When filling out your name ensure that you spell it correct, in full and it must be as it appears on your photo ID.
- Photo ID must be either a NZ driver’s license or NZ passport. A photocopy of your photo ID must be submitted with this application.
- A credit check will be carried out as a requirement of this application.
- When providing references we are looking for a minimum of 2 per adult applicant. Ideally your most recent landlords, and/or current boss/manager/case manager.
- Please advise your chosen references in advance so that they expect our call.
- If you have any further documents you wish to submit such as proof of income, please include copies with the application

NOTE: if you are unsure or unable to complete any of the requirements please contact the property manager to discuss.

PERSONAL DETAILS			
Rental Property Address:		Date You Wish to Occupy Property:	
Full Name:			
Home No:	Work No:	Mobile:	E-mail:
Date of Birth:	Identification Type: NZ DRIVERS LICENSE / NZ PASSPORT		Driver’s Licence No (5a.) Version No (5b.) Passport No.
Car Registration No:	Make / Model/Colour:		
Present Address:			
Do You Currently: OWN / RENT		Landlord Name & Phone No:	
How Long At Present Address:		If Less Than Two Years, Previous Address:	
SMOKER / NON SMOKER		How Many People Will Be Residing At The Property:	
How many people will reside with you at this property:		Adults:	Children / Age:
INCOME DETAILS			
Occupation:		Employer:	
Employer Address:		Length of Service:	
Employment Status: FULL TIME / PART TME / CONTRACT / OTHER			
How Many People Will Be Residing At The Property:		Adults:	Children:
REFERENCES			
Name:		Phone No:	Relationship:
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For the purposes of the Privacy Act 1993, this form collects information about you, identifies you, checks against the T.I.N.Z. tenant database records and Credit bureau records. You have the right to view & correct any information under the Privacy Act 1993. By signing this application you are agreeing that all information you have provided is true and correct.

Signed: Date: