

## Pre-tenancy Application Form

Please complete this form to apply for the tenancy at the address below. The information you provide is for applying for this tenancy and will be used for a credit and reference check. Your privacy is protected under the Privacy Act 1993.

<p><b>Details of Property you are applying for</b></p>	<p>Address: .....</p> <p>Date you will commence tenancy: ...../...../.....</p> <p>Length of tenancy: .....</p> <p>Total number of occupants who will live in this property:</p> <p>Names .....</p>
<p><b>Personal Details</b></p>	<p>Name: .....</p> <p>Email address: .....</p> <p>☎ Home: ..... ☎ Work: .....</p> <p>☎ Mobile: .....</p> <p>Date of birth: ...../...../..... Marital status: .....</p> <p>Number of children (if any): ..... Ages of children: .....</p> <p>Pets? Yes/No Types of pets: .....</p> <p>Smoker? Yes/No</p> <p>WINZ client number: ..... Passport number: .....</p> <p>Car make/model: ..... Car registration number: .....</p> <p>Drivers licence number (5a): .....</p> <p>Drivers licence version (5b): .....</p> <p>Do you have a criminal record? Yes/No</p>

<b>Employment Details</b>	Current employer: ..... Address: ..... Your position: ..... Full time/part time ☎ Business: ..... Length of employment: ..... Supervisor name: .....												
<b>Current rental details Or Current address (if not renting)</b>	Address: ..... Agent/landlord: ..... ☎ Phone: ..... Current weekly rent: \$..... How long have you lived there? ..... Why are you leaving? ..... Please let this person know that I will be contacting them for a reference												
<b>Previous rental details</b>	Address: ..... Agent/landlord: ..... ☎ Phone: ..... Current weekly rent: \$..... Please let this person know that I will be contacting them for a reference												
<b>Emergency contact Details (next of kin)</b>	Name: ..... Address: ..... Relationship to you: ..... ☎ Home: ..... ☎ Work: .....												
<b>Personal and/or Business References (not relatives)</b>	<table border="0"> <thead> <tr> <th data-bbox="384 1473 810 1509">Name</th> <th data-bbox="810 1473 1190 1509">Occupation</th> <th data-bbox="1190 1473 1541 1509">☎ Work or Home</th> </tr> </thead> <tbody> <tr> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>.....</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table> Please let these people know that I will be contacting them for a reference	Name	Occupation	☎ Work or Home	.....	.....	.....	.....	.....	.....	.....	.....	.....
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**See next page for signature and consents section**

<p><b>Applicant Signature, Consents and Agreements</b></p>	<p>I authorise the Property Manager to:</p> <ul style="list-style-type: none"> <li>▪ collect, retain and use this information for the purpose of assessing my credit-worthiness and suitability for the tenancy;</li> <li>▪ disclose information about me, whether collected from me directly or from any other source, to any other credit provider or any credit reporting agency for the purposes of providing or obtaining a credit report (which will involve the credit reporting agency providing information about me to the Property Manager); and</li> <li>▪ obtain other information about me.</li> </ul> <p>I understand that the credit reporting agency:</p> <ul style="list-style-type: none"> <li>▪ may hold my information on their credit reporting database and use it for providing credit reporting services, and they may disclose my information to their subscribers for the purpose of credit checking or debt collection; and</li> <li>▪ as part of providing a credit report, may check the Ministry of Justice fines database for any overdue fines I may have.</li> </ul> <p>I agree that should I be successful with my application, I will be required to pay, prior to the start of the tenancy, one week rent in advance, and a bond equivalent to four weeks rent. These payments are to be made before the keys can be released.</p> <p>Signature: .....</p> <p>Name: .....</p> <p>Date signed: .....</p> <p>Under the Privacy Act 1993, you have the right to ask for a copy of all information held about you, and have the right to request the correction of any incorrect information.</p>
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<p><b>Return form to</b></p>	<p><b>Ray White Real Estate 63 Clyde St Balclutha</b></p>	<p><b>Or 244 Clyde St Balclutha</b></p>
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**goodhandspropertyworks**  
*put your property in good hands*  
 P O Box 147  
 Balclutha  
 03 4181394  
 027 426 4029  
[www.goodhands.nz](http://www.goodhands.nz)