

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 may be used for a credit and reference check.

Your privacy is protected under the Privacy Act 2020.

Tenancy details

Property address	
Commencement date	

Applicant details

Full name	
Date of Birth	
Your phone number	
Your email address	
Current address	
How long have you lived there?	
Please state why you are leaving this address	

Current landlord's details

Landlord's name	
Phone number	
Email address	

May we contact this person as a reference? Yes No

References

Please provide two referees. Referees can be a friend, co-worker, your employer or someone who knows you well. One of your referees should be able to provide a reference about your creditworthiness. If you have already provided your current landlord's details, only one additional referee is needed. Please let these people know we may be contacting them for a reference.

Referee 01 name	
Phone number	
Email address	
Referee 02 name	
Phone number	
Email address	

Will there be any additional applicants aged 18 or older that will be tenanting the property?

Everyone aged 18 or over who intends to live at the property will need to complete a separate application form. Please include a copy of each applicant's Driver's License or Passport.

- I am the only person aged 18 or over who will be living at the property
- There will be other people aged 18 or over living at the property. Please provide their names.

Will there be any dependants in the property with you?

A dependant is an applicant that will not be listed on the tenancy agreement, such as children.

- No, there will be no dependants.
- Yes, there will be dependants. Please indicate how many dependants and provide their names.

Do you intend to have a pet live with you at the property?

A pet is an animal that is kept mainly for companionship or leisure, is domesticated, and will usually be seen living at a residential property.

- No, there will be no pets living at the property.
- Yes, there will be pets living at the property. Please provide their name and breed/species.

Is there anything else you would like us to know?

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Please attach a copy of your Driver's License or Passport.

Signature

I authorise the Landlord/Property Manager to:

- collect, retain and use this information for the purpose of assessing my creditworthiness and suitability for the tenancy; and
- 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 Landlord/Property Manager).

I understand that the credit reporting agency:

- 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
- as part of providing a credit report, may check the Ministry of Justice fines database for any overdue fines I may have.

Signature	
Date	

Under the Privacy Act 2020, 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.