

Pre - Application for a Residential Tenancy

Cautions provided pursuant to the Privacy Act 1993 and other information before applying for a residential tenancy.

In Terms of the Privacy Act 1993 you are given notice that:

- Requests information - this application form asks you to provide personal information.
- Purpose of collection - the information collected on this form is required so that the landlord is better able to assess whether you would be the best applicant on merit for the tenancy and to record limited information contained in the application form in a database. The limited information concerns your identity and your last known address.
- This information is required to assist the landlord in locating you to enforce any unsatisfied money order made by the Tenancy Tribunal.
- Recipient of information - the information is provided by you to the Property Manager.
- Sight information - I/we advise you that you have the right to see the information I/we hold about you
- Correct information - to correct that information if it is incorrect in accordance with the Privacy Act 1993.
- Holding information - if you do not enter a tenancy agreement with the landlord referred to on this application form, the application form will be destroyed.
- This information may be disclosed to any credit provider or credit reporting agency for the purposes of providing or obtaining a credit report and be held by them on their credit reporting database for providing credit reporting services. They may disclose this information to their subscribers for the purpose of credit checking or debt collection.

Other information drawn to your attention:

By completing this form you are applying to rent a residential house / flat / apartment.

Should your application be successful, the property may be tested for methamphetamine at the start of the tenancy and again at the end of the tenancy. Methamphetamine detection units may be installed at the property.

You are further advised that if you do not supply all the information requested in this application form you may not be considered as the best applicant for the rental property or properties available.

Rental Property

Address of rental property applying for: _____

Commencement of tenancy date: _____

Applicant Details

Full Name _____

Are you over 18 years of age? Yes ☐ No ☐ Date of Birth _____

Home phone _____ Mobile phone _____

Email _____

Current address _____

Time at this address _____

Reason for leaving current address _____

People residing (number) _____ Other applicant's names _____

Identification

Drivers Licence Number _____ Licence Version _____

Other form of ID _____

If you have a vehicle

Make & Model _____ Vehicle registration plate _____

Pets and Smokers

Do you have a pet/s? Yes ☐ No ☐

Are you or any other prospective occupant, a smoker? Yes ☐ No ☐

References

Please supply two character referees.

Name _____ Phone _____

Name _____ Phone _____

I agree to you contacting any of the above referees. Yes ☐ No ☐

Landlords

Current landlord _____ Phone _____

Previous landlord _____ Phone _____

I agree to you contacting any of the above landlords for a reference Yes ☐ No ☐

Address of previous property rented

Terms

I agree to you checking any of the details contained on this application form with any credit reference service or tenant information database. I agree to you placing any of the information regarding my identity supplied on this application form on a national online database.

I agree that you may use any of the information on this application form to assist in the enforcement of any unsatisfied Order made against me by the Tenancy Tribunal. I agree that you may use any of the information contained on any Tenancy Tribunal Order to assist the enforcement of any unsatisfied Money Order made against me by listing details of the order on an online national database.

I confirm the information in this form is true and correct and that I have read the Cautions under the Privacy Act 1993 and other information on this application form before completing the application form itself.

If you are chosen as a preferred applicant/s then we will need this information:

- Credit report
- Relevant criminal record check
- Date of birth (to carry out a credit check)
- Contact details of an emergency contact person
- Vehicle information (if necessary to provide for parking on the property)
- Proof of income

Signature of Applicant Date.....