

## RENTAL APPLICATION FORM

**PROPERTY ADDRESS (your applying for):** \_\_\_\_\_

Lease Commencement Date: \_\_\_\_\_ Lease Term: \_\_\_\_\_

Day Rental Payment To Be Made: (please tick one)      Weekly      Fortnightly

**Section One: Personal Details:**

FULL NAME: \_\_\_\_\_ Date Of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Male/Female

EMAIL: \_\_\_\_\_ CONTACT PH: \_\_\_\_\_

MOBILE: \_\_\_\_\_ FAX: \_\_\_\_\_

FULL NAME (APPLICANT 2): \_\_\_\_\_ Date Of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Male/Female

EMAIL: \_\_\_\_\_ CONTACT PH: \_\_\_\_\_

MOBILE: \_\_\_\_\_ FAX: \_\_\_\_\_

Number of people intending to live at this address (Adults \_\_\_\_\_ Children \_\_\_\_\_). The below stated list includes ALL residents or underage tenants that will be living in the property for this tenancy. (Including applicants)

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

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

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

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

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

**Applicant 1: SMOKERS / NON SMOKERS (Delete one)**      **Applicant 2: SMOKERS / NON SMOKERS (Delete one)**

Detail of Pets: Cat – Yes/No Dog – Yes/No Type: \_\_\_\_\_ Age \_\_\_\_\_

VEHICLE Detail: Make: \_\_\_\_\_ Model: \_\_\_\_\_ Colour: \_\_\_\_\_ Rego: \_\_\_\_\_

VEHICLE Detail: Make: \_\_\_\_\_ Model: \_\_\_\_\_ Colour: \_\_\_\_\_ Rego: \_\_\_\_\_

**Section Two: Identification Details**

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Applicant 1: NZ Drivers Licence      Passport Number      WINZ Reference Number:

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Applicant 2: NZ Drivers Licence      Passport Number      WINZ Reference Number:

**Section Three: Employment Details:**

**APPLICANT 1:**

Your current occupation / Job Title is \_\_\_\_\_ Income Support Type: \_\_\_\_\_

**Current Employment Details:**

Employers Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Contact Ph number: \_\_\_\_\_ How long have you been there: \_\_\_\_\_ Total Weekly Income: \_\_\_\_\_

**Self Employment Details:**

Company Name: \_\_\_\_\_ Business Type: \_\_\_\_\_

Business Address; \_\_\_\_\_

Position Held: \_\_\_\_\_ Net Income: \_\_\_\_\_

Accountants Name & Phone Number: \_\_\_\_\_

**Previous Employment Details:**

Employers Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Contact Ph Number: \_\_\_\_\_ How long did you work there for? \_\_\_\_\_

Spouse / Partners occupation / Job Title is: \_\_\_\_\_ Total Weekly Income: \$ \_\_\_\_\_

Your current occupation / Job Title is \_\_\_\_\_ Income Support Type: \_\_\_\_\_

**APPLICANT 2:**

**Current Employment Details:**

Employers Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Contact Ph number: \_\_\_\_\_ How long have you been there: \_\_\_\_\_ Total Weekly Income: \_\_\_\_\_

**Self Employment Details:**

Company Name: \_\_\_\_\_ Business Type: \_\_\_\_\_

Business Address; \_\_\_\_\_

Position Held: \_\_\_\_\_ Net Income: \_\_\_\_\_

Accountants Name & Phone Number: \_\_\_\_\_

**Previous Employment Details:**

Employers Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Contact Ph Number: \_\_\_\_\_ How long did you work there for? \_\_\_\_\_

Spouse / Partners occupation / Job Title is: \_\_\_\_\_ Total Weekly Income: \$ \_\_\_\_\_

**Section Four: Reference Details: Previous rented accommodation (3 years)**

**Applicant 1:**

Present Address: \_\_\_\_\_ How long? \_\_\_\_\_ (Months/Years)

Reason For Leaving: \_\_\_\_\_

Landlord Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Previous Address: \_\_\_\_\_ How Long? \_\_\_\_\_ (Months/Years)

Reason For Leaving: \_\_\_\_\_

Landlord Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

**Applicant 2:**

Present Address: \_\_\_\_\_ How long? \_\_\_\_\_ (Months/Years)

Reason For Leaving: \_\_\_\_\_

Landlord Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Previous Address: \_\_\_\_\_ How Long? \_\_\_\_\_ (Months/Years)

Reason For Leaving: \_\_\_\_\_

Landlord Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

**Section Five: Next of Kin (Parents/Siblings/Friends) (Must be a New Zealand Contact -Not living at the same address)**

Mother / Father: \_\_\_\_\_

Address: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Spouse / Partner next of kin (Applicant 2)

Mother / Father: \_\_\_\_\_

Address: \_\_\_\_\_ Contact Number: \_\_\_\_\_

**Section Six: ANY CONVICTIONS CRIMINAL / DRIVING / TENANCY TRIBUNAL? YES / NO (If yes please specify)**

Please note that the completion of this application form does not constitute an agreement to lease a property to the applicant. An agreement to lease will be reached when the landlord or his agent has accepted and receipted a bond or the first rental payment.

**Section Seven: General Questions:**

Have any of your previous tenancies been terminated? (Please circle one) Yes No

Are you in debt to another lessor or agent: (Please tick one) Yes No

Is there an existing reason that may affect your rent payment: (Please tick one) Yes No

If yes, please provide details: \_\_\_\_\_

Have you ever had money deducted from your bond: Yes No

If yes, please provide details: \_\_\_\_\_

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**PRIVACY STATEMENT**

**PRIVACY DISCLOSURE STATEMENT OF ELITE RENTAL MANAGEMENT**

We are an independently owned and operated business. We are bound by the Privacy Act 1993. We collect personal information about you in this form to assess your application for a residential tenancy. We may need to collect information about you from your previous landlords or letting agents, your current employer, credit agencies and your referees. Your consent to us collecting this information is set out below. We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful we may disclose your contact details to maintenance contractors and the landlord's insurers. We may also send personal information about you to the owners of any other properties at your request. You have the right to access personal information that we hold about you by contacting our office. If you do not complete this form or do not sign the consent below then your application for a residential tenancy may not be considered by the owner of the relevant property or, if considered, may be rejected.

**PRIVACY CONSENT**

I the Applicant acknowledge that I have read the Privacy Notice of Elite Rental Management . I authorise Elite Rental Management to collect information about me from:

- 1. My Previous letting agents and/or landlords;
- 2. My personal referees;
- 3. Any Tenancy Default Database which may contain personal information about me. I also authorize Elite Rental Management to disclose details about any defaults by me under the tenancy to which this application relates to any tenancy default database to which it subscribes including Department of Housing & Building National Tenancy Database (NTD).

I authorize Elite Rental Management to disclose the personal information it collects about me to the owner of the property even if the owner is resident outside New Zealand and to any third parties – valuers, contractors, sales people, insurance companies, body corporates, other agents and tenancy default databases.

Application 1 Name: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Application Name 2: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_ Contact Number: \_\_\_\_\_