

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.

Note | Your privacy is protected under the Privacy Act 1993.

Tenancy Details

Property Address _____

Applicant Details

Full Name/s _____ Date of Birth _____

Phone numbers Home _____ Business _____ Mobile _____

Email _____

Current Address _____

How long have you lived there? Years _____ Months _____

Reasons for leaving this address _____

Identification

Please provide photo identification, such as your Driver's Licence, Proof of Income & Proof of Address

Note | Provision of this number is voluntary and will only be used to verify your identity and for carrying out a credit check.

Drivers licence / Passport number _____ Version Number _____

Vehicle registration number _____ Make and Model _____

Employment

Employers Details _____

What do you
do _____

Emergency Contact

Full Name _____

Address _____

Phone numbers Home _____ Business _____ Mobile _____

Email _____

Current Landlord Details *if applicable

Landlords Name _____

Phone numbers Home _____ Business _____ Mobile _____

Email _____ May I contact this person yes no

References

Please provide two referees that we can contact. Referees can be a friend, co-worker, employer or anyone that 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 Shelley Naylor Realty may contact them for a reference.

Referee 1 | Name _____ Phone _____

Email _____

Referee 2 | Name _____ Phone _____

Email _____

Applicant History

Have you ever been taken to the Tenancy Tribunal? yes no

Have you ever had money deducted from your bond? yes no

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

Applicant Signature/s _____ Date _____

Note | As per 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.