

RENTAL APPLICATION FORM



If you wish to apply to rent a property EACH person over 18 must:

1. Complete the attached application form
2. Provide references from past landlords for the last 3 years
3. Provide 3 WRITTEN credit references, examples could be:
 - Front page of your most recent power, phone, sky or insurance invoice
 - Hire purchase or loan statement
 - Rather than providing a full bank statement you could request a printout from your bank of any regular payments you make showing the payments over a 3 mth period, for example your rent payment
 - Request a credit report from <https://www.baycorp.co.nz/credit-reporting>
4. Supply photo identification i.e. drivers license, passport, HANZ card
5. Supply a copy of your WINZ card if you receive any benefits

Please submit your fully completed application together with supporting documents to enable the landlord to give you fair consideration as a tenant for our rental properties.

Incomplete applications and missing documentation
may mean you miss out on consideration for a property.

PROPERTIES ARE TO BE VIEWED FROM THE ROAD ONLY
AS THEY MAY STILL BE OCCUPIED

View our properties on:

www.edgerealty.co.nz



Please be aware that the initial move in costs are:

4 weeks bond

1st weeks rent plus

Payable before keys are uplifted

RENTAL APPLICATION FORM



Tenancy Application Form

For your application to be considered, please ensure this form is fully completed and signed.

APPLICANT 1

Surname: _____ First Names: _____

Previous Name/Other Names Used: _____

Date of Birth: _____ Male / Female (circle one) _____

Current Address: _____ Rented / Owned / Boarding (circle one) _____

Reason for leaving current address: _____ Vacate Date: _____

Contact Day: _____ Mobile: _____ Night: _____

Email _____ Photo ID (copy attached): _____

Address: _____

Are you a WINZ Beneficiary? Yes No If yes, WINZ Number: _____

As a beneficiary I agree to the redirection of my WINZ benefit for rental purposes Yes No

Bank Account Number: _____

Employers Name: _____ Full time Part time Other _____

Employers Address: _____ Length _____ of _____
employment: _____

Contact Person: _____ Contact Number: _____

APPLICANT 2 or PARTNER/SPOUSE

Surname: _____ First Names: _____

Previous Name/Other Names Used: _____

Date of Birth: _____ Male / Female (circle one) _____

Current Address: _____ Rented / Owned / Boarding (circle one) _____

Reason for leaving current address: _____ Vacate Date: _____

Contact Home: _____ Mobile: _____ Work: _____

Email _____ Photo ID (copy attached): _____

Address: _____

Are you a WINZ Beneficiary? Yes No If yes, WINZ Number: _____

As a beneficiary I agree to the redirection of my WINZ benefit for rental purposes Yes No

Bank Account Number: _____

Employers Name: _____ Full time Part time Other _____

Employers Address: _____ Length _____ of _____
employment: _____

Contact Person: _____ Contact Number: _____

NAMES OF ALL OTHERS to occupy premises

Name: _____ Age: _____ Relationship to applicant: _____

Name: _____ Age: _____ Relationship to applicant: _____

Name: _____ Age: _____ Relationship to applicant: _____

Name: _____ Age: _____ Relationship to applicant: _____

RENTAL APPLICATION FORM



MOTOR VEHICLE DETAILS

How many vehicles will be kept at the property including your own vehicle? _____

Make/Model: _____ Registration Number: _____

Make/Model: _____ Registration Number: _____

NEXT OF KIN/EMERGENCY CONTACT *(please supply two NOT living with you)*

Name: _____ Relationship: _____

Address: _____ Phone day: _____ Night: _____

Name: _____ Relationship: _____

Address: _____ Phone day: _____ Night: _____

PREVIOUS (3 YEARS) RENTAL DETAILS *(Please note, boarding will not be considered a rental reference)*

Please show all previous addresses you have lived at in the last 3 years

Current Landlord (not family): _____ Contact phone: _____

Address of Property: _____ Time lived at property: _____

Previous Landlord: _____ Contact phone: _____

Address of Property: _____ Time lived at property: _____

Previous Landlord: _____ Contact phone: _____

Address of Property: _____ Time lived at property: _____

Have you ever had a tenancy terminated or had Tenancy Tribunal action taken against you? Yes No

If Yes, please explain: _____

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

If Yes, please explain: _____

TENANCY REQUIREMENTS *(Please note, our residential properties are not permitted to be used for commercial purposes)*

Preferred area/s: Whakatane Ohope Edgumbe Kawerau Other _____

Bedrooms: 1 bdrm 2 bdrm 3 bdrm 4 bdrm Other requirements: Garaging Fenced

Number of adults: _____ Number of children: _____

Maximum rent per week you will pay \$ _____

Preferred start date: _____ Preferred tenancy: Short Term Long Term

Are you a smoker(s): Yes No

Do you have a pet(s): Yes No *(if yes, please list below)*

Animal type: _____ Breed: _____ Inside Outside Photo

Animal type: _____ Breed: _____ Inside Outside Photo

Animal type: _____ Breed: _____ Inside Outside Photo

CREDIT REFERENCES *(Please supply 3 credit references)*

i.e. Front page of recent power, phone, mobile, broadband, sky, insurance, hire purchase, loan or 3 months bank statements)

Creditor Name _____

Account attached: Yes No

Creditor Name _____

Account attached: Yes No

Creditor Name _____

Account attached: Yes No

RENTAL APPLICATION FORM



I acknowledge that I have been advised that any property I rent may be tested for contamination during the tenancy. This includes but is not limited to testing for Meth.

PLEASE READ - submission of an application is your agreement to the following:

PRIVACY ACT 1993

For the purposes of the Privacy Act 1993:

1. This application form collects personal information about you.
2. This information is required to:
 - assess your eligibility as tenants and
 - collect information which would be provided to a tenant default database or credit bureau if you enter into a tenancy agreement and fail to comply with the terms of that agreement. (A tenant default database records the names of persons who have been found to breach a tenancy agreement or the Residential Tenancies Act 1986 and Residential Tenancies Amendment Act 2010 by the Tenancy Tribunal).
3. The information in this tenancy application form will, if you enter into a tenancy agreement with us, be held on a database and used by us and the owner of the rented property as necessary.
4. The information will also be made available to credit bureau or tenant default databases if required.
5. If you do not supply all information in this form, you may not be considered as a tenant for any of the properties we administer.
6. You have the right to see the information we hold about you and to correct that information in accordance with the Privacy Act.
7. I hereby authorise/instruct you to use any address herein provided by me for an address for service.
8. You have a right to see the information held about you by any credit bureau or tenant default database and to correct it in accordance with the Privacy Act.

I/We **consent** to you contacting my employer or any person or company named in this application, to confirm, verify and expand on any information given herein.

I/We **consent** to you providing the information in this form and details of any proven breach in my tenancy agreement or of the Residential Tenancies Act 1986 and Residential Tenancies Amendment Act 2010 to any credit bureau or tenant default database.

I/We **acknowledge** that the information may then be publicly accessible through credit bureau or tenant default databases.

I/We **agree** that you may use any of the information on this form to enforce any judgement in respect of the tenancy agreement or in respect of any order against me made by the Tenancy Tribunal.

I/We **confirm** the information in this form is true and correct and that I have read and understood all of the above including the Privacy Act 1993 statement, and hereby appoint Edge Realty as my/our agent to find accommodation for me/us.

I/We **understand** that my application will be kept on file for no more than three months at which time it will be destroyed if suitable accommodation has not been found or my application is declined.

I/We **agree** that should you introduce me/us to any premises which lead to me/us taking a tenancy, I/we undertake to pay **your fee equal to one weeks rent plus GST**. (The "Letting Fee")

I/We **agree** that an identification photo and an assessment regarding the fulfilment of basic tenant responsibilities may be added to an internet based tenant reference website. This assessment will be about how I/We perform regarding: Payment of rent, Keeping the dwelling and grounds clean and tidy, Consideration towards neighbours, how the dwelling and grounds are left when I/we vacate.

I/We **agree** to the collection, use and disclosure of my personal information for the following purposes:

- Checking any of the details contained in this application form with third parties including any Tenant Information Database and the NZTA.
- Debt recovery purposes including appointing an agent to collect any outstanding debts and listing defaults with any credit reporting agencies.
- Checking the Ministry of Justice fines database. This may be undertaken by a credit reporting agency on our behalf which will require my personal information to be collected by and disclosed to the credit reporting agency.
- Checking with Police, Ministry of Justice, Employer or any person or company named in this application, to confirm, verify and expand on any information given herein.

I/We authorise any person or company including Work and Income NZ as well as the NZ Police to provide you with such information as you require in response to your credit/employment and suitability enquiries. I/We further authorise you to furnish to any third party, detail of this application and any subsequent dealings that I/we may have with you as a result of this application being auctioned by you.

Name: _____ Signature: _____ Date: _____

Name: _____ Signature: _____ Date: _____