

TENANCY APPLICATION

Whittle Knight & Boatwood
Ltd MREINZ

To be accompanied by Photo ID

<p>Details of Property you are applying for</p>	<p>Address</p> <p>Date you will commence tenancy :</p> <p>Length of Tenancy :</p> <p>Total number of Occupants who will live in this property:</p>	<p>Corner Riccarton and Clyde Rds P O Box 8030 Christchurch 8041 Tel: 03 348 1095 Fax: 03 348 4138</p> <p>wkb@wkb.co.nz www.wkb.co.nz</p>
<p>Applicant's Contact Details</p>	<p>☎ (Home) : ☎ (Work) :</p> <p>☎ (Mobile) : E-mail :</p>	
<p>Personal Details</p>	<p>Name :</p> <p>Date of Birth : Marital Status :</p> <p>Number of children (if any) : Ages of children :</p> <p>Pets? YES/NO Types of Pets :</p> <p>Smoker? YES/NO</p> <p>Car make/model : Car registration number :</p> <p>Drivers Licence Number (5a):..... Passport No. :</p> <p>Drivers Licence Version (5b):..... Expiry Date :</p> <p>Expiry Date :</p>	
<p>Employment Details</p>	<p>Current Employer :</p> <p>Address :</p> <p>Full time / Part Time</p> <p>Your Position : Supervisor Name :</p> <p>Length of employment : ☎ (Business) :</p>	
<p>Current Rental Details or Current Address if not renting</p>	<p>Address :</p> <p>Current Rent : \$..... How long have you lived there?</p> <p>Agent/Landlord : ☎ (Business).....</p> <p>☎ (Home).....</p> <p>Why are you leaving?</p>	
<p>Previous Rental Details</p>	<p>Address :</p> <p>Rent : \$..... How long did you live there? :</p> <p>Agent/Landlord : ☎ (Business) :</p> <p>Why did you leave?</p>	
<p>Previous Tenancy Details</p>	<p>Have you ever rented through Whittle Knight & Boatwood Real Estate Ltd before? YES/NO</p> <p>If so, state the address and date :</p> <p>Have you ever been summonsed to the Tenancy Services ? YES/NO</p> <p>If so, state the date, reason and outcome :</p>	
<p>Criminal Record</p>	<p>Do you have a criminal record? YES/NO</p>	

Emergency Contact Details; Next of Kin (Someone not living with you)	Name:				
	Address:				
	Relationship:		t (Work):		
		t (Home):			
Personal/ Business References (not relatives)	Name		Occupation		t (Work or Home)
Where did you hear about this property?	Trademe.co.nz <input type="checkbox"/>	Realestate.co.nz <input type="checkbox"/>	Wkb.co.nz <input type="checkbox"/>	The Press <input type="checkbox"/>	Other <input type="checkbox"/>

APPLICANT CONSENTS

- I agree to the collection, use and disclosure of my personal information for the following purposes, and warrant that I have supplied all information on this form freely, including my drivers license details and passport details. I agree that any information found through any third party databases that relates to me can also be used for the purposes outlined in this application.
- I acknowledge that this is an application to rent this property and that my application is subject to the landlord's approval.

RECIPIENT OF INFORMATION

- The information is provided by you to the owner/ landlord/agent/ property manager.
- I acknowledge that this is an application to rent this property and that my application is subject to the landlords approval

PURPOSE

- The purpose for the collection of my information is:
- To perform background checks, reference checks and credit checks to assess if I am the best applicant on merit. I consent that my personal information including debts may be discussed with any personal or work referees.
- To add my information to any background, reference and credit checking database
- To allow the landlord to add a review to a tenancy review database that can then be viewed by other companies and/or landlords
- To check the Ministry of Justice fines, Tenancy Tribunal, District Court, High Court, Court of Appeal, Supreme Court, Department of Parole, and New Zealand police databases
- For debt collection purposes
- To check the personal properties securities register
- To verify my passport details via the Department of Internal Affairs
- To check and update a credit bureau
- To update the tenant check system

INFORMATION PROVIDED

- The information provided on this form and any information found through the background check, reference check and credit checking process may be passed onto an agent and entered into third party databases, inclusive of any credit reporting databases. Subscribers to the databases will have access to my information and use that information for the purpose of credit reporting or for any other lawful purpose including debt collection.
- I agree that I have been advised that I have the right to see the information that you hold about me, and to have any information held corrected if it is in error.
- I confirm the information in this form is true and correct and that I have read and signed the cautions under the privacy act 1993.
- I agree that if I enter a tenancy agreement then this application will form part of the tenancy agreement. I agree to pay a letting fee upon entering the premises.
- I/we confirm that we (or our representatives) have viewed the property we are applying for and found it in a reasonably clean and tidy condition.

Application

- I, the Applicant apply for approval to rent the premises referred to in this form and acknowledge that my application will be referred to the Landlord of the property for his / her / their acceptance and if the application is approved, to prepare a Residential Tenancy Agreement for the premises
- I, the Applicant, declare that I am not a bankrupt or an undischarged bankrupt and that the information provided by me is true and correct.
- I undertake to pay a letting fee equivalent to one week's rent + G.S.T. (15%), a rental bond equivalent to four week's rent, and the first week's rent upon acceptance by the landlord.

PLEASE NOTE THAT ALL PAYMENTS ARE TO BE MADE BEFORE THE KEYS CAN BE RELEASED

Applicant's Signature Date:

<p>NOTE: DEPOSIT</p> <p>It is hereby acknowledged:</p> <ol style="list-style-type: none"> That on the application being approved, the Applicant shall pay the letting fee (the equivalent to one week's rent plus GST (15%) as a deposit, to reserve the premises. The premises will not be reserved for any other Applicant, nor will a deposit be received from any other Applicant. That the bond and first week's rent will be paid prior to collection of the keys. <p>Whittle Knight & Boatwood Real Estate Ltd MREINZ, acknowledges receipt of the above Application and agrees:</p> <ol style="list-style-type: none"> To reserve the premises for the period and in accordance with the conditions above stated. To notify the Applicant whether or not the Applicant has been approved. If the applicant has been approved, to prepare a Residential Tenancy Agreement for the premises.
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