

Residential Pre-Tenancy Application Form

4/14 Maheke St, St Heliers
e. rentals@harbinsons.co.nz
www.harbinsons.co.nz

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. Your privacy is protected under the Privacy Act 2020.

1. PROPERTY DETAILS

Address of Property applying for: _____

Preferred length of Tenancy: 6 mths / 12 mths / Longer Preferred Tenancy Start Date: _____

How many persons will occupy the Property? No. Adults: _____ No. Children: _____

Date the Property was viewed: _____

Name(s) of persons applying for this property with you:

Please Note: A separate completed application form is required for each person who proposes to enter a Tenancy Agreement

2. APPLICANT DETAILS

Full Name: _____

Have you been known by any other name? Yes / No

If yes, what other name(s) have you been known by? _____

Current Address: _____ How long have you lived there? _____

Please state why you're leaving this address: _____

Mobile: _____ Phone: _____

Email Address: _____

Do you have a legal right to remain in NZ for the duration of a tenancy for that term? Yes / No

3. CURRENT LANDLORD'S DETAILS

Are you currently: Renting / Boarding / Flating / Own your own home / Other: _____

Name of Landlord/Agent: _____ Landlord/Agent phone number: _____

Can we contact this person for a reference? Yes / No

4. REFERENCES

Please provide two referees that we can contact. Referees can be your employer, a co-worker, or someone who knows you well.

One of the 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 we may be contacting them for a reference.

Referee name 1: _____ Phone: _____

Email: _____

Referee name 2: _____ Phone: _____

Email: _____

5. PETS (please list details of all pets that will be kept at the property)

Do you have any pets? Yes No If yes, will the pet(s) be kept at the property? Yes / No

Type & Breed: _____ Age: _____ Sex: M/F Name: _____

Type & Breed: _____ Age: _____ Sex: M/F Name: _____

I authorise the Landlord or Landlord's Agent 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 or Landlord's Agent).

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.

I do solemnly and sincerely declare that I am over 18 years of age and affirm the information given in this form to be true and correct.

Applicant's signature: _____

Date signed: _____

6. INFORMATION ON SUPPORTING DOCUMENTATION

Please include all supporting documentation to this application form:

1. A clear copy or photo of your identification such as Drivers Licence or Passport
2. Written references
3. A pay slip or letter from the employer or evidence of rental payments in previous or current tenancy

PETS:

1. Any written references for your four-legged babies
2. A colour photograph of your pet(s) would be helpful 😊

PLEASE EMAIL COMPLETED APPLICATION FORM AND SUPPORTING DOCUMENTS TO
rentals@harbinsons.co.nz

THANK YOU