



Tenancy Application Form - 1 -

**Mark Saxton Real Estate Ltd Licensed (REAA 2008)**

**MREINZ** – A member of the Ray White Group

123 Commerce Street, Kaitaia Post: P O Box 9, Kaitaia 0441

tel: 09 408 2900

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## TENANCY APPLICATION

PROPERTY APPLYING FOR:

**DATE YOU WOULD LIKE TO MOVE IN:**

**LENGTH OF LEASE REQUIRED:**

**PERSONAL DETAILS:**

SURNAME: \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

PASSPORT I DRIVERS LICENSE NO: \_\_\_\_\_ (Copy attached)

CAR REGISTRATION: \_\_\_\_\_

COUNTRY OF ORIGIN: \_\_\_\_\_

PHONE: HOME: \_\_\_\_\_ WORK: \_\_\_\_\_ MOBILE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

ARE YOU A SMOKER? Yes I No PETS? Yes I No If yes what animals

**WORK DETAILS IN NEW ZEALAND:**

NAME OF EMPLOYER:

ADDRESS & PHONE NUMBER: \_\_\_\_\_

PERIOD OF EMPLOYMENT: \_\_\_\_\_ OCCUPATION: \_\_\_\_\_

CAN WE CONTACT YOUR EMPLOYER FOR A REFERENCE? Yes I No

IF YES PLEASE PROVIDE DETAILS OF PERSON TO CONTACT:

**OTHER OCCUPANTS - WHO ELSE WILL BE LIVING WITH YOU:**

FULL NAME: \_\_\_\_\_ AGE: \_\_\_\_\_ OCCUPATION: \_\_\_\_\_

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FULL NAME: \_\_\_\_\_ AGE: \_\_\_\_\_ OCCUPATION: \_\_\_\_\_

FULL NAME: \_\_\_\_\_ AGE: \_\_\_\_\_ OCCUPATION: \_\_\_\_\_

FULL NAME: \_\_\_\_\_ AGE: \_\_\_\_\_ OCCUPATION: \_\_\_\_\_



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**NEXT OF KIN LIVING IN NEW ZEALAND (This must be completed for use in case of emergency):**

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

RELATIONSHIP TO YOU: \_\_\_\_\_

**CLOSE FRIEND OR REFEREE IN NEW ZEALAND:**

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

RELATIONSHIP TO YOU: \_\_\_\_\_

**CURRENT TENANCY DETAILS:**

CURRENT ADDRESS: \_\_\_\_\_

LENGTH OF TIME AT THIS ADDRESS: \_\_\_\_\_ RENT PAID: \_\_\_\_\_

REASON FOR LEAVING: \_\_\_\_\_

LANDLORD'S NAME/AGENCY: \_\_\_\_\_

LANDLORD'S CONTACT PHONE NUMBER/EMAIL ADDRESS: \_\_\_\_\_

**PREVIOUS TENANCIES:**

Have you ever been evicted by any Landlord or Agent?

If yes give details: \_\_\_\_\_

Are you in debt to any Landlord or Agent?

If yes give details: \_\_\_\_\_

Is there anything that would affect your rental payments?

Were any deductions made from your rental bond at any previous address?

If yes give details:

**INSURANCE & FAST CONNECT**

**Insurance:**

We recommend that tenants obtain their own contents and personal liability insurance.

**Fast Connect:**

To save you time when you are moving house Fast Connect can assist you by arranging your utility connections. This is a free service and there is no obligation.

Phone: 0508 88 55 99 Agent Code: 1385Z Web: [www.fastconnect.co.nz](http://www.fastconnect.co.nz)



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**PRIVACY STATEMENT  
CONSENT**

**PRIVACY DISCLOSURE STATEMENT**

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 previous landlords or letting agents, your current or previous employer 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 details to service providers relevant to the tenancy relationship including maintenance contractors and owner'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 privacy officer. 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.

I, the applicant, acknowledge that I have read the Privacy Disclosure Statement. I authorise the Agent 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 authorise the Agent 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 to.

I authorise the Agent to disclose the personal information collected about me to the owner of the property even if the owner is resident outside New Zealand.

Where Fast Connect is requested by me to arrange for the provision and disconnection services I consent to Fast Connect disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I consent personal to Fast Connect disclosing confirmation details to the Agent. I acknowledge that neither Fast Connect nor the Agent accept any responsibility for any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such with such delay or failure. The Agent has a commercial relationship with Fast Connect. I acknowledge that Fast Connect, the Agent and its employees may receive a fee and/or benefit from a utility service provider in relation to the connection of a utility service. There is no charge to me for Fast Connect service; normal service providers fees may apply.

I acknowledge that this application is subject to the approval of the owner. I declare that all information contained in this application is true and correct and given of my own free will.

I hereby appoint Mark Saxton Real Estate Ltd Property Management as my agent and agree to a fee of one weeks rent plus GST on signing of the agreement to rent the property applied for. This is non-refundable in the event that the tenancy does not proceed for any reason.

**Applicant Name**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**N.B. Please return this form with a photocopy of either your passport or drivers license.**

**RETURN APPLICATION AND SUPPORTING DOCUMENTS TO:**

**Nancy Loane**

**Mark Saxton Real Estate Ltd**

**P O Box 9**

**Kaitaia 0441**

**FAX: 09 408 2902**

**EMAIL: [nancy.loane@raywhite.com](mailto:nancy.loane@raywhite.com)**