

**CAUTIONS PROVIDED PURSUANT TO THE PRIVACY ACT 1993 BEFORE APPLYING FOR A RESIDENTIAL PROPERTY**

In Terms of the Privacy Act 1993 you are given notice that:

- 1. Request Information** This application form asks you to provide personal information and:
- 2. Purpose of Collection** The information is being collected on this form by the landlord/rental manager whose address is shown over the page and is required so that the landlord/rental manager can check the information and be able to assess whether you would be the best applicant on merit for the tenancy and we are also obliged to inquire whether you are a minor and:
- 3. Receipt of Information** The intended recipient of this information is Warwick Todd Limited whose name appears at the top of this form or the landlord and:
- 4. Sight Information** We advise that you have the right to see the information we hold and:
- 5. Correct Information** To correct that information if it is incorrect and:
- 6. Holding Information** If you do not enter a tenancy agreement with the landlord referred to on this application form, the application form will be destroyed but if you sign a tenancy agreement with Warwick Todd Limited we will keep a record of the information you give us.

**Other Information Drawn To Your Attention**

**Understanding** By completing this form you evidence the fact that you are applying to rent a residential house/flat/apartment and:

**You Are Further Advised That** If you do not supply all the information requested on this form you may not be considered as the best applicant on merit for a specific property or other properties available for rent and

**Please Note** A separate completed application form is required for each person who proposes to enter a tenancy agreement as a tenant

Signature of Applicant ..... Date / /

**Rental Property**

**Property Address:** .....

Rent Per Week \$ ..... Preferred Move In Date ..... Length of Tenancy Required.....

Payments  Weekly  Fortnightly  Monthly  
 How Did You Find Out About This Property?  Newspaper/Print Ad  Rent List  Warwick Todd Ltd  
 Trademe  realestate.co.nz  Referral

**Applicants Details**

Full Name: .....

Current Address: .....

How Long At This Address? ..... Home phone ..... Work phone .....

Mobile phone ..... Email .....

Date of Birth / /

Identification: Drivers Licence/Passport No: ..... WINZ No: .....

**Occupancy Details**

PETS: Do you have a pet? YES / NO If yes what type of pet? .....

SMOKING: Are you or any other prospective occupant a smoker? YES / NO

MOTOR VEHICLE: Will you be parking a motor vehicle on the property? YES / NO

If YES state details: MAKE ..... MODEL ..... REGO NO:.....

Number Of People Intending To Reside In The Property (Including Applicant):.....

Names Of People Intending To Reside In The Property .....

.....

**Current Rental Details**

If renting at current address rent paid per week \$..... Why Are You Leaving?.....

Name of Property Manager/Agent/Landlord: .....

Phone: ..... Fax: ..... Email: .....

**Contact Details Relative/Friend (To Be Used In Case Of An Emergency Only & Address For Service)**

Name:.....

Address: .....

Relationship: ..... Phone: .....

**Previous Rental Details**

Property Address: ..... Rent Per Week \$ .....

How Long At This Address? ..... Date Vacated .....

Property Manager/Agent/Landlord: ..... Phone/Email: .....

Have You Ever Had A Tenancy Terminated Before YES / NO If Yes give details .....

Have You Ever Had Any Money Deducted From Your Bond? YES / NO If Yes give details .....

**Current Employment**

Current Employer/Company .....

Occupation: ..... Length of Employment: .....

Contact Name & Number (Manager): .....

Other Income Source If Not Currently Employed: .....

**Previous Employment**

Previous Employer/Company: ..... Occupation: .....

Contact Name & Number (Manager): ..... Length of Employment: .....

**TENANTS DECLARATIONS, CONSENTS & AGREEMENTS**

I AGREE to you obtaining other information about me and contacting any of the following referees (Not Relatives):

..... Telephone: .....

..... Telephone: .....

..... Telephone: .....

I agree that the landlord may use this information to carry out any or all credit checks  
I 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 Tribunal and  
I agree to any of this information being given to another landlord, credit bureau or tenant default database and  
I agree to pay any or all costs of collection including disbursements, fees, commissions and charges  
I agree that if I enter an unconditional agreement to rent residential premises introduced to me through Warwick Todd Ltd I will pay a fee or commission equal to one weeks rent plus GST.  
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 and other information on the other side of this form before completing the application form itself:

Signed..... Date / /

**Warwick Todd Limited**  
**Licensed REAA 2008**  
**P.O. Box 28**  
**45 Bealey Avenue**  
**CHRISTCHURCH 8140**

**Office Use Only:**  
Credit Check Completed.....  
References Checked .....