



## Individual Tenancy Application

### 1 Property Details (The Rental Property)

Address of Rental Property including Post Code

Tenancy Initial Term

Proposed Tenancy Start Date dd/mm/yyyy

Proposed Number of Tenants

Rent Payment (Weekly)

### 2 Applicant (Tenant) Details

Title

First Name

Initial

Last Name

Any Previous Names in Full

Driver's licence number

Version no

Over 18 ?

YES

NO

New Zealand Resident

YES

NO

Study / Work / Unemployed / Work Holiday

Home Telephone No

Mobile No

Email Address

Present Address

Address:

Reason for leaving:

Time at above address?

Years

Months

Owner / Home stay / Renting / Flatting

Current Landlord/Agent Name

Email

Phone No

Smoker?

YES

NO

Pets?

YES

NO

Children Detail ?

YES

NO

AGE:

Any previous Evictions?

YES

NO

Car Registration

Receive benefit from Work & Income NZ for rent payment

YES

NO

### 3 Additional Residents (sharers) on this tenancy

Full Names of all additional tenants

Occupation / Relationship

Phone No

Age

#### 4 Previous Address for reference check

Address

Landlord /Agent Name

Mobile No

Other Phone No

Email

Reason for leaving

#### 5 Education or Employment

Name and address of school or employer organisation for reference check

Course Name / Position

Date Started

Phone No

#### 6 Referee / Emergency Contact

Name and Address of Referee

Relationship

phone No

Email

#### 7 Declaration and Authorisation

**Option to enter into tenancy agreement:** Minimum 1 week's rental of this property is required as Option to Rent("payments").  
I/we acknowledge that:

- (a) No Option to Rent is valid until the landlord has approved this application and received the Payment;
- (b) The Option to Rent is for a period of seven (7) days from the date when the landlord approves this application and receives the Payment, whichever is the later (Period);
- (c) The landlord may refuse to accept the Option to Rent at the landlord's sole discretion;
- (d) If the landlord has received my notice that I do not exercise the Option to Rent or if the landlord receives no notice from me before the expiry of the Period, the Option to Rent shall expire immediately and the Payment will not be refunded;
- (e) If the landlord has received my notice that I exercise the Option to Rent, I shall sign the tenancy agreement prepared by the landlord, and the Payment shall be applied toward the rent.

**Reference Check:** The details supplied here will be checked using recognised credit reference agencies for tenancy selection purposes. This process will in no way affect a prospective tenants's record or ability to credit in future and all information obtained will be kept secure and confidential in accordance with privacy laws. To avoid delays tenants should provide full contact details and get prior consent from referees and guarantors (if applicable) - **at least 1 referee will be required** for Comprehensive Checks.

I apply for a tenancy as per this application. I confirm that the information provided is true and accurate, and I authorise the Auckland City - Living Management Limited to seek additional information and carry out credit checks and referencing by contacting agencies, organisations and individuals as necessary. I confirm that I have raised any concerns with the landlord or agent and I understand that tenancies obtained with false information can be terminated.

Your Signature

Print Your Name

Date