

33 Halswell Road, Christchurch

**PROFESSIONALS KENNARD REAL ESTATE MREINZ  
PROPERTY MANAGEMENT DIVISION**

Ph: (03) 338 7749 Fax: (03) 338 1480

Please Note: We require a signed copy of the Tenancy Application form & photo identification, ie, passport or drivers license before we can process any application.

Email: propman@kennardrealestate.co.nz  
[www.rentalproperty.net.nz](http://www.rentalproperty.net.nz)

**TENANCY APPLICATION FORM**

Property Address Applying For: \_\_\_\_\_ Rent per week: \$ \_\_\_\_\_

Name: \_\_\_\_\_  
(Last Name) (First Name) (Middle Name/s)

Date of Birth: \_\_\_\_\_ Marital Status: \_\_\_\_\_

Telephone Numbers: \_\_\_\_\_ (hm) \_\_\_\_\_ (wk) \_\_\_\_\_ (mob)

Email Address: \_\_\_\_\_ Number of Children: \_\_\_\_\_ Ages: \_\_\_\_\_

License/Passport Number: (5a) \_\_\_\_\_ (5b) \_\_\_\_\_ Car Registration: \_\_\_\_\_

Present Address: \_\_\_\_\_ Date Moved In: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Previous Address: \_\_\_\_\_ Date Moved In: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Do you have any pets? Yes/No Breed: \_\_\_\_\_ Smoker  Non-Smoker

Number of Intended Occupants: \_\_\_\_\_ Preferred Tenancy Commencement Date: \_\_\_\_\_

Beneficiary NZISS Card Number: \_\_\_\_\_ Type of Benefit: \_\_\_\_\_

**EMPLOYMENT DETAILS** Place of Employment: \_\_\_\_\_

Occupation: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Start Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

WIFE/HUSBAND/PARTNER: Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Place of Employment: \_\_\_\_\_ Telephone: \_\_\_\_\_ Start Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**FLATMATES:**

	Full Name	Work Place	Telephone
1.	_____	_____	_____
2.	_____	_____	_____

**NEXT OF KIN OR CLOSE FRIEND**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

**EMERGENCY CONTACT**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

**REFERENCES**

Current Landlord: \_\_\_\_\_ Telephone: \_\_\_\_\_

Previous Landlord: \_\_\_\_\_ Telephone: \_\_\_\_\_

Personal: \_\_\_\_\_ Telephone: \_\_\_\_\_

**FEE**

A fee equivalent to one weeks rent plus GST is payable to Kennard Real Estate Ltd if a tenancy is arranged.

**CREDIT CHECK**

I/We authorize any person or company to provide you with such information as you may require in response to your credit and/or employment enquiries. I/We further authorize you to furnish to any third party details of the application and any subsequent dealings that I/we may have with you as a result of this application being actioned by you.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

# PRIVACY ACT 1993 STATEMENT

## For the purposes of the Privacy Act 1993:

- This application form collects personal information about you.
- This information is required to:
  - Assess your eligibility as a tenant; and
  - Collect information which would be provided to a tenant default database or credit bureau if you enter into a Tenancy Agreement and fail to comply with the terms of the agreement. (A tenant default database records the names of persons who have been found to breach a Tenancy Agreement or the Residential Tenancies Act 1986 by the Tenancy Tribunal).
- The information which would be provided to a tenancy default database or credit bureaux if you enter into a Tenancy Agreement and fail to comply with the terms of the agreement. (A tenant default database records the names of persons who have been found to breach a Tenancy Agreement or the Residential Tenancies Act 1986 by the Tenancy Tribunal).
- The information will also be made available to credit bureaux or tenant default databases.
- If you do not supply all the information in this form, you may not be considered as a tenant for any of the properties we administer.
- You have the right to see the information we hold about you and to correct that information in accordance with the Privacy Act.
- You have a right to see the information we hold about you by any credit bureau or tenant default database and to correct it in accordance with the Privacy Act 60.

### For Office Use Only

### CHECKLIST

Date: \_\_\_\_\_

ID Confirmed: Yes/No      Type of ID: \_\_\_\_\_

Baycorp Credit Check: Yes/No      Result: \_\_\_\_\_

Previous Rental Record Sighted: Yes/No

Written References Provided: Yes/No

Comment By References:

\_\_\_\_\_  
\_\_\_\_\_

Employment Details Confirmed:

Name	Telephone	Period Confirmed
_____	_____	_____
_____	_____	_____

