

Tenancy Application Form

Property Address: _____

Applicants Full Names: _____

Phone wrk: _____ Home: _____ Cell: _____ Email: _____

Number of Tenants to reside at property: _____

Occupation: _____

D.O.B: _____ / _____ / _____

ID: Drivers Licence no: _____ Version no: _____

Current Address: _____

How long have you lived there: _____

Reason for Moving: _____

Previous Address: _____

How long did you live there: _____

Pets: _____ Smokers: _____

Current Landlords numbers: _____

Previous Landlords numbers: _____

Two References: (no family members)

Name: _____ Relationship to you: _____ Phone: _____

Name: _____ Relationship to you: _____ Phone: _____

Details of other tenants:

1. Name: _____ Occupation: _____ Phone: _____

2. Name: _____ Occupation: _____ Phone: _____

3. Name: _____ Occupation: _____ Phone: _____

4. Name: _____ Occupation: _____ Phone: _____

"WE MANAGE YOUR PROPERTY AS IF IT WERE OUR OWN"

Purely Property Management Limited (“we” and “us”) is committed to respecting your privacy.

We will collect, store, use and disclose your personal information in accordance with the Privacy Act 1993. However, we have also put in place the following Privacy Policy in relation to your personal information when you submit, or we collect, that information – including via this website or a tenancy application.

You agree to the collection, storage, use and disclosure of your personal information in accordance with this Privacy Policy. In particular, you consent to us:

- making any type of reference, verification or credit check (including an online TINZ check and any other tenant information database, and making enquiries of other third parties)
- placing any of the information collected on a national online tenant reference database (including placing an identification photo and details regarding your fulfilment of basic tenant responsibilities such as payment of rent, keeping the dwelling and grounds tidy, consideration towards neighbours, verbal or physical threats, illegal use or manufacture of drugs within the tenancy, or if you are declined a tenancy for any reason)
- using any information collected from you, and the information on any Tenancy Tribunal Order, to assist the enforcement of any unsatisfied order made against you (including listing details of the order on an online national database) or for other debt recovery purposes (including an agent to collect any outstanding debts and listing defaults with any credit reporting agency). Should your debt be referred to a debt collection agency or lawyer, all fees associated with the collection of debt will be payable by you.

Information you provide will be retained by us within our office, and used for the purposes of assessing your application and the management of the tenancy if you are successful. The information may also be disclosed to the third parties listed above, any credit reporting agency, and the relevant landlord and his/her advisers, for the above purposes. Where information is disclosed to any credit reporting agency, that agency may:

- hold that information on their credit reporting database.
- use that information for the purpose of credit reporting or for any lawful purpose.
- disclose that information to their subscribers for the purpose of credit checking or debt collection for any other lawful purpose.

You have the right to see the information we hold about you, and to correct that information in accordance with the Privacy Act 1993.

You acknowledge that failure to supply all the information required on the tenancy application means that you may not be considered for tenancies.

References to “including” in this Privacy Policy do not imply limitation.

Website & cookies

When you access our website, we may use a cookie file containing information that can identify the computer, mobile telephone, smartphone or other device that you use to access the website. This information is used for the purposes of administering and improving our website, improving our services and communicating with users. You can choose to refuse cookies by turning them off in your browser and/or deleting them from your hard drive. You do not need to have cookies turned on to use our website, but you may need them for customisable areas of sites we may develop in the future, and turning off cookies could affect your website experience.

Signature: _____ Date: _____

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