



Application for residential tenancy

Address of Property:		
Expected Move In Date:		Rent Amount:
First Name:	Middle Name:	Surname:
Home Phone:	Work Phone:	Mobile:
Names of All Persons Wishing to Occupy Premises:		
Date of Birth:		Pets Owned:
Car Make:	Registration No:	Smoker: YES / NO
Drivers License No:	Version No:	Passport No:
Bank Account No:		Email Address:
Present Address:		
Period of Occupancy:	Name of Agent or Owner:	Phone:
Rent Paid:	Reason for Leaving:	
Office Use Only:		
Previous Address:		
Period of Occupancy:	Name of Agent or Owner:	Phone:
Rent Paid:	Reason for Leaving:	
Office Use Only:		
Occupation:		Income:
Name of Employer:		
Employer's Address:		
Period of Employment:		Business Phone:
Student: YES / NO	Institution:	
Course:		Welfare No:
Office Use Only:		
Emergency Contact/Next of Kin:		Phone:
Address:		Relationship:
Emergency Contact/Next of Kin:		Phone:
Address:		Relationship:

Declaration:

1. I, the applicant solemnly declare that I am not an undischarged bankrupt:	YES / NO	If No give details: _____
2. Have you ever been evicted by any landlord or agent?	YES / NO	If Yes give details: _____
3. Are you in debt to another landlord or agent?	YES / NO	If Yes give details: _____
4. Is there any reason known to you that would affect your rental payment?	YES / NO	If Yes give details: _____
5. Were any deductions made from your rental bond at your last address?	YES / NO	If Yes give details: _____

Tel: 0800 466 3946

www.goodwinpropertymanagement.co.nz



goodwinpropertymanagement

PRIVACY ACT STATEMENT (for the purposes of the Privacy Act 1993)

- This application collects personal information about you.
- This information is to be held and used by us, Goodwin Realty Ltd, on a database and also by the property owner.
- This information is collected for:
 - Assessing your eligibility as a tenant, and checking your record on any tenant default database or credit bureau, and
 - Publication on any tenant default database or credit bureau if you have breached any terms of your tenancy agreement or of the Residential Tenancies Act 1986 (the databases and credit bureau hold the names of tenants who have proven debts or Tenancy Tribunal Orders against their names), and
 - Marketing our products and services to you in the future.
- The information collected on this form may be made available to credit bureau or tenant default databases and may be made publicly available, and may also be used to enforce a later Tribunal Order.
- You have the right to access the information we hold and to correct any details which are not correct, and you also have the right to correct the details held by any other database or credit bureau in accordance with the Privacy Act 1993.

CONSENT AND AUTHORISATION:

- I / We as applicant (s) authorise the release of any information contained on this form to any tenant default database or credit bureau and I / we authorise you to obtain any information about me / us from any tenancy default database or credit bureau. I / We also consent to you conducting a credit check on me / us. I / We consent to your firm retaining my / our email address information on the application form for the purpose of marketing to me / us later.
- I / We give my / our consent for Goodwin Property Management to provide our contact phone number to any utility company for connection purposes only.
- **Notice To All Applicants:** If you do not provide all the information we require then you may not be considered the best applicant on merit for the property available. A separate completed application form is required for every person wanting to be a tenant.

APPLICANT (S) SIGNATURES: _____ DATE: _____

ACCEPTANCE: I / We accept the property as it was presented to me / us. Both its location is suitable and the property met the standard of reasonably clean and tidy on my / our inspection. I / We agree that I / we understand the purpose of this form and confirm that I / we are making an application to rent a house / flat / apartment.

OPTION FEE: I / We agree to pay a sum of money not exceeding one weeks rent as a fee for an option to have the first right of refusal for one day to take the property. I / We agree that if I / we succeed with a tenancy agreement then the fee for the option will become rent. If I / we decline to exercise the option then the fee will be forfeited to the landlord or the landlords agent in terms of S.17(4)(a) of the RTA. Any option is always subject to final approval by the landlord or the landlord's agent. The creation of an option is neither confirmation nor a guarantee that any offer will be made to the applicant.

APPLICANT (S) SIGNATURES: _____ DATE: _____

Office Use Only:

Agreed Terms of Proposed Tenancy Agreement

Property Address:			
Names to Appear on Agreement:			
Start Date:		Rental Per Week:	
State Period of Fixed Term:		State End Date of Fixed Term:	Periodic Continuation: YES / NO
Previous Landlord Reference Checked:	YES / NO	Signed:	
Special Conditions:			

Tenant Alpha:	Property Alpha:	Landlord Alpha:
Property Sourced: Goodwin Website / TradeMe / Herald / Sign / Office / Referral		

Date Paid	Receipt No	Amount		
			Fee	
			GST	
			Bond x 3	
			Rent x 1	
			Total	
Bond Form Enclosed: YES / NO		Bond Transfer: YES / NO		Bond Transfer Amount: \$
Landlord Advised: YES / NO		New Management: YES / NO		Property Manager:

Tel: 0800 466 3946

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Avondale: 1875 Great North Rd, PO Box 19-634, Avondale. Ph: 09 8290153 Fax: 09 8290154 Email: rentals.avondale.nz@raywhite.com
City: Shop W4, Ground Floor, T&G Building, 15-31 Wellesley St, City. Ph: 09 3734400 Fax: 09 3734401 Email: wellesleyrentals.nz@raywhite.com
Mt Albert: 6 Mt Albert Rd, P O Box 77-100, Mt Albert. Ph: 09 8469830 Fax: 09 8158306 Email: rentals.mtalbert.nz@raywhite.com

Ray White
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