

Tenancy Registration Form

Housing People (2011) Ltd.
905 Avenue Road East Hastings.
Ph 021 489 141
admin@housingpeople.co.nz

The information you provide is for the purpose of applying for a tenancy only and may be used for a credit and reference check. Your privacy is protected under the Privacy Act 1993.

You must complete all sections of this form.

PRINT CLEARLY

Full name of Applicant: _____

Are you known by any other name? (Now or in the past): _____

Date of birth: _____ Age: _____

Address of where you live now: _____

_____ (e-mail) _____

Phone: (landline) _____ (Mobile) _____

How long have you lived there: _____

Alternative Address (**not a PO Box**. To which mail can be addressed) _____

Reason for leaving current address: _____

Are you currently renting? **Yes/No** (circle one) If yes your current rent? \$ _____

Name of your **current** landlord: _____

Landlord PH:(home/work) _____ (Mobile) _____

Number of proposed tenants: Adults: _____ Children: _____

Names/ages of all other adult tenants (over 18 years) _____

Name/Ages of all children (under 18yrs) _____

Address of Property you are applying for _____

Date you wish to start tenancy (Not ASAP): _____

Term: How long do you want tenancy for short or long term? _____

Would you like to do a fixed term tenancy? If so for how long? _____

What is the maximum weekly rent you could pay? _____

Preferred housing details: Minimum number of bedrooms: _____

Are you or any member of your household a smoker? **Yes/No**

Do you have a pet(s) **Yes/No** (If yes details) _____

Are you or any member of your family associated with any gang? **Yes/No**

Have you ever been convicted in court of any offence or been to Tenancy Tribunal?

Yes/No If **Yes**, what for and when _____

Identification:

Please provide a form of photo identification such as driver’s licence or passport. Without ID this application will not be processed.

Drivers Licence or Passport number: _____

Car / Vehicle make and model: _____

Registration plate number: _____

Any alternative form of ID: (e.g. Student ID Number) _____

Employment:

Are you currently employed: **Yes/No**

If **yes** name of employer: (Name of Firm/Company and Dept or self employed)

How long with this employer: _____

Occupation / Position: _____

Beneficiary: If you receive a benefit please state type: _____

Benefit Number: _____ Community Card Holder: **Yes/No**

Do you have any home based business: **Yes/No** (Details) _____

References: (Not current Landlord)

You must provide two references that may be contacted. These may be an employer or someone you work with or a **past** landlord (From anywhere in NZ) **but NOT family or friends.** They must have known you for at least 2 years. One of these references should be someone that can provide a reference about your credit worthiness.

Reference 1. Name: _____

Address: _____

Phone: home _____ Mobile _____

Relationship to you: _____

Reference 2. Name: _____

Address: _____

Phone: home _____ Mobile _____

Relationship to you: _____

I have read and understood this registration form. I agree to this information being used as necessary to obtain personal references and a credit check.

For Approved Applicants:

Holding Fee: A non-refundable fee of \$200 (or one week of rent, whichever is the greater) will apply if you wish to hold a property. This fee will be credited against rent upon the signing of a Tenancy Agreement.

Property will be held for maximum of 21 days.

We do not do bond transfers.

Fee Paid:

Signed: _____ Date: _____