



Pro Management (Auckland) Limited

Licensed Real Estate Agent under REAA2008

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TENANCY APPLICATION FORM

Whoever needs to be named on the tenancy agreement needs to fill a separate Part 2 page. Please feel free to contact the property manager for result of your application after submission. Please understand we need to have time to process including discussion with owner for the suitability of different applications. We will require a successful applicant to sign a tenancy agreement and pay a non-refundable deposit before finalising the tenancy agreement. Please do not assume there is an agreement before receiving a written confirmation from the property manager. Deposit will be refunded in full if for any reason we cannot finalise the agreement at the end. We shall finalise the agreement within 24 hours after your deposit has shown in our bank account.

Part 1: General information:

Address of the property you apply for:

Date of application:..... Preferred move in Date :.....

Rent: \$..... pw Bond :(3 weeks rent) \$.....Letting Fee (1 week rent plus GST): \$.....

Total move in cost: \$.....

How many people will be living in the place, and relations :

If you have children, please let us know the age:

Do you have pets? If yes, please specify:

Does any of you smoke:

Why this property suits you:

How long you intend to live here:

What is your current address:

Why are you leaving:

Your current landlord name and contact details:

Are you happy for us to check reference from them? If not, why?

We prefer to use email for main communication method for correspondence, is that acceptable to you? Please explain why if that is not suitable for you.

If you are happy with the above, please provide us with an email address that we can use as an address for service during your tenancy, and you will make sure to update us immediately if there are any changes.

Any special notes you would like to add:

Signature

Part 2: Applicant Form

Whoever needs to be named on the tenancy agreement needs to fill a separate page.

Full name :

Date of Birth :

Phone number:

Email address:

Drivers Licence Number :(5a)..... (5b).....

Or Passport: Nationality as shown on passport: Passport No:

Copy of the Photo id to be emailed together with your application. If you are not New Zealand citizen, please also include a copy of your valid visa.

Unemployed applicant is also required to provide a copy of Community Service Card.

Employer:

Address:

Occupation : How long you have been here:

Contact person for reference: Ph No. :

Weekly Income from this employment: \$.....

Other income (if any) \$..... (please explain) :

Nearest Relative in New Zealand not living with you (next of kin)

Name:.....

Relationship : Ph : Wk Ph :

Address :

NOTE : No Tenancy Agreement should be implied or inferred on the basis of this application form. No Tenancy Agreement will be entered until evidence by payment of a deposit. I understand that if I have provided false information, this may affect my application. I understand that I may be asked to provide a written reference from my current landlord before any tenancy can be entered into.

Privacy Act 1993 Statement Pursuant to the privacy act 1993 the following is brought to your attention

Ithe undersigned give Pro Management (Auckland) Ltd, a privacy waiver giving permission to the company to conduct a full credit check as per requested on my tenancing one of their properties. The information is required so that information can be sought from WINZ, T.I.N.Z, Veda Advantage, the NZ Police, or any other Companies that are not named in this article by Pro Management Ltd. The Tenant agrees that should there be any unpaid rental, water rates or damages at the end of the tenancy any debt collection fees or costs for recovering this money may be added to the total debt owing and will be the Debt of the tenant. This clause will then be used by any debt-recovering agency to add their costs to the debt; there-by ensuring your Landlord recovers the amount owed to them. Any failure of rent payments will be acknowledged and there-fore a notice will be served under section 56 of the Residential Act and will give you 14 days to remedy the breach of your tenancy agreement.

1. The information in this Tenancy Application form will be made available to the Manager of Pro Management Ltd, and any person associated with the property you are seeking to rent.
2. The information is being collected and held on database by Pro Management Ltd.
3. Failure to provide all the information in this form or provision of incorrect information may result in your application being declined.
4. You have rights of access to and corrections of this information held by Pro Management Ltd and any Credit bureau or tenant default database, in accordance with the Privacy Act.

I have read and understood this form and certify the information to be true and correct and I declare that I am 18 years of age or over.

Signature(s) :Date :/...../.....