

Christchurch Property Management Tenancy Application Form

Please complete this form to apply for tenancy at the address below. The information you provide is for applying for this tenancy and may be used for a credit and reference check. Your privacy is protected under the Privacy Act 1993.

Please return to: Christchurch Property Management, PO Box 6644, Upper Riccarton, Christchurch.
Email: admin@chchproperty.co.nz Ph: 03 967 0969

Tenancy details	
Address of property applied for:	
Length of tenancy required:	
Applicant details	
Full name:	Date of birth: / /
Phone number:	Mobile phone:
Email:	
Current address:	
How long have you lived there?	Years: Months:
Please state why you are leaving this address:	
Current employment:	
Tenancy Details	
Number of tenants: adults children	
Pets? Yes / No:	
Smoker/s? Yes / No	
Identification	
<i>Please provide photo ID, such as your driver's licence or passport.</i>	
Driver's licence number (5A):	D/L version number (5B):
OR Passport number:	
Car/vehicle registration number:	
Make and model:	

Current landlord's details – to be contacted for a reference

If you are currently renting, please provide your landlord's name and contact details.

Landlord's name:

Phone number:

Mobile phone:

Email:

Other Referees

Please provide two referees that we can contact. One of these needs to be an employer. The other referee can be a friend, co-worker, or someone who knows you well. Please let these people know we will be contacting them for a reference.

Referee name 1:	Home Phone:
Referee type: Employer Friend Relative	Mobile Phone:
Referee name 2:	Home Phone:
Referee type: Employer Friend Relative	Mobile Phone:

Declaration and Signature

Guide to what you will need to pay before the tenancy starts:

- a) One week's rent in advance
- b) Up to four week's bond
- c) Letting Fee (One week's rent plus GST)

I authorise the Landlord/Property Manager to:

- collect, retain and use this information for the purpose of assessing my creditworthiness; and
- disclose information about me, whether collected from me directly or from any other source, to any other credit provider or any credit reporting agency for the purposes of providing or obtaining a credit reference.

Signed by:	Date signed:
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Under the Privacy Act 1993, you have the right to ask for a copy of all information held about you, and have the right to request the correction of any incorrect information.

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For tenancy advice and information call the Department of Building and Housing on 0800 TENANCY (0800 83 62 62), visit www.dbh.govt.nz or email info@dbh.govt.nz