

# Commercial Property Tenancy Application Form

This information is required for the purposes of assessing your eligibility as a tenant.

Applicant Tenant's full name: .....

Applicants Business name: .....

Current Residential address: .....

Commencement date at this address: ..... Current Ph Number: .....

Landlord's Name: ..... Landlord's Phone number:.....

Reason for moving: .....

E-Mail Address: .....

Current commercial address or business location: .....

Nature of Business:

.....  
.....  
.....

.Is Your Business a LTD Company? Y/N If Yes State directors names, addresses and Phone numbers.

How Long has your company been operating? ..... Years/Months

When does your current lease expire? .....???

Please Give three trade references where you have Current charge accounts or credit accounts where you may gain rferences.

Name / Address / Phone Numbers and Account Numbers.

1)

2)

3)

## PERSONAL IDENTIFICATION

Date of Birth: ..... Verified with:.....

\* a copy of identification is required (Suitable ID: Photo driver's license. Passport WINZ customer ID, Credit card with Photo on back)

Bank Account No.:.....

Car Registration: ..... Type:.....

Proof Of Current address: ..... (suitable

proof: Power/Phone account)

Inland Revenue Number (IRD Number) .....

## EMPLOYMENT

Employer:..... Phone number: .....  
Time there: ..... Job Description: .....

*If you are currently receiving your income from Work & Income New Zealand please provide your customer number*

Benefit type:..... Customer No.....

## CONTACT /REFERENCES;

(I/We require two contact names & details - they can not be family members nor people you intend to have living with you)

1. Name: ..... Phone No.:.....

Address:.....

2. Name: ..... Phone No.:.....

Address: .....

## Next of Kin:

Name: ..... Phone No.: .....

address: .....

## Spouse

Name: ..... Phone No.:..... DOB:.....

Address: .....

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## Privacy Act 1993 Statement

This application form collects personal information about you.

This information is required to:

- Assess your eligibility as a tenant; and
- Collect information, which would be provided to a tenant default database and/or credit bureau if you enter into a tenancy agreement and fail to comply with the terms of that agreement. ( A tenant default database records the names of the persons who have been found in breach of their tenancy agreement and/or the Residential Tenancies Act 1986 by the Tenancy Tribunal);
- This information in this tenancy application form will be retained within our office;
- The information will also be made available to credit bureaux and/or tenant default databases and will accessible to other people that may inquire of this credit bureaux and/or tenant default database;
- If you do not supply all the information in this form, you may not be considered for my/our tenancy (ies)
- You have a right to see the information held about you by any credit bureau or tenant default database and to correct that information in accordance with the Privacy Act.

### Acceptance

1. I consent to you providing the information in this form and details of any proven breach of my tenancy agreement or of the Residential Tenancies Act 1986 to any credit bureau or tenant default database.
2. I acknowledge that the information may then be made publicly available through credit bureaux or tenant default databases.
3. I agree that you may use any of the information on this application form to enforce any judgement in respect of the tenancy agreement or in respect of any order against me by the Tenancy Tribunal.
4. I confirm the information in this form is true and correct and that I have read the Privacy Act Statement as stated above.

Signature: ..... Date: .....