

Bond lodgement form

All sections of this form must be completed to enable smooth processing of information, payment and future refunds.

1 Bond number

If payment is to an existing bond for this tenancy, enter the bond number here:

N E W T E N A N C Y

2 Address of the rented property (rooming accommodation: include room number)

1 Example St, Example Town, NZ

Postcode 0000

Property ID (if known)

3 Details of dwelling

D D M M Y Y

Date tenancy started

\$475

Weekly rent

\$1,900

Total bond

Payment enclosed

Room Boarding house room Bedsit/flat House/townhouse Apartment

Number of bedrooms 2

4 Landlord details Email will be the first point of contact if provided.

Are you a first time landlord? Yes No

Landlord ID

Full name(s) or trading name
Landlord Example

()
Day phone

()
Evening phone

() 020000000
Mobile phone

Address for service (An address for service is explained on the back of this form)

Street address
2 Example Road, Example Town, NZ

Postcode 0000

Email
landlord_example@myrent.co.nz

LANDLORD.

Signature(s)

Date D D M M Y Y

By signing this form you agree that the information you have provided is true and correct.

5 Tenant 1 details Print full name and bond contribution below. Email will be the first point of contact if provided.

Tenant1 Lastname

\$900

()
Day phone

()
Evening phone

() 0299999999
Mobile phone

Are you a first time tenant? Yes No Birth date 0 1 0 1 1 9 8 0

Alternate address for service (An address for service is explained on the back of this form)

Use this address for my main contact details at all times?

Street address
1 Example St, Example Town, NZ

Postcode 0000

Email
tenant1@myrent.co.nz

TENANT 1

Signature

Date D D M M Y Y

By signing this form you agree that the information you have provided is true and correct. Please turn over for more tenant details



5 Tenant 2 details

Print full name and bond contribution below. Email will be the first point of contact if provided.

Tenant2 Lastname	\$1000	() Day phone
Are you a first time tenant? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Birth date	() Evening phone
	01 1 1 1 1 9 7 5	() Mobile phone 0288888888

Alternate address for service (An address for service is explained below)

Use this address for my main contact details at all times?

Street address	1 Example St, Example Town, NZ	Postcode	0000
Email	tenant2@myrent.co.nz		

TENANT 2						
Signature						
Date	D	D	M	M	Y	Y

By signing this form you agree that the information you have provided is true and correct.

5 Tenant 3 details

Print full name and bond contribution below. Email will be the first point of contact if provided.

		() Day phone
Are you a first time tenant? Yes <input type="checkbox"/> No <input type="checkbox"/>	Birth date	() Evening phone
	d d m m y y y y	() Mobile phone

Alternate address for service (An address for service is explained below)

Use this address for my main contact details at all times?

Street address		Postcode	
Email			

Signature						
Date						

By signing this form you agree that the information you have provided is true and correct.

Please print clearly using a black or blue ink pen.

If you need to add more tenants, please use the "Additional tenants bond lodgement" form and attach it to this form.

Privacy statement

Information provided on this form will be held and used by the Ministry of Business, Innovation and Employment for the purposes of administering the Residential Tenancies Act 1986. It may also be used for carrying out customer surveys, public education and statistical analysis, and we may occasionally provide your information to third parties to carry out this work on our behalf.

We collect date of birth information to help us ensure that we can correctly identify you. Supplying your date of birth is optional.

The information you supply will not be used for any other reasons unless permitted under the Privacy Act 1993 (e.g. with your consent or for a directly related purpose). The information may also be provided to third parties where it is required or permitted by the law. The information you supply will be provided to all parties named in your form or on the bond record. You can access or correct your personal information held by us at any time.

Property ID number

If you do not know the Property ID number for this property, leave the box blank.

Landlord ID number

If you do not know the Landlord ID number leave the box blank.

Address for service

This information will assist Tenancy Services to contact you regarding this bond and to minimise any delays in paying out/refunding the bond when the tenancy finishes.

Tenant's address for service: We will use your email address for communication and as an address for service. If we need to contact you at a street address during your tenancy we will use the address of the rented property or the address you give us. A new address for service is required after the tenancy has ended.

Landlord's address for service: A physical address is required. An email address is preferred as the primary means of communication. If we need to contact you at a physical address regarding this tenancy we will use the address for service you provided.

Payments

If paying online, please go to www.tenancy.govt.nz. If paying by cheque please send this form and cheque to: Tenancy Services, PO Box 50 445, Porirua 5240. Please make the cheque payable to: **Tenancy Services.**

Any questions?

All our forms and other information are on our website at: www.tenancy.govt.nz

If you have any questions about this form or need more information about bonds, please freephone 0800 737 666 or contact us by email at www.tenancy.govt.nz/about-tenancy-services/contact-us

Ki te mea he pātai āu mō tēnei puka, kei te pīrangi pārorongo rānei mō te moni here (bond), waea koreutu 0800 737 666, whakapā rānei ki a mātou i te īmēra www.tenancy.govt.nz/about-tenancy-services/contact-us

'A iai ni fesili e uiga i lenei pepa pe mana'omia fo'i nisi fa'amatalaga e uiga i le tupe fa'amau (bond), fa'amolemole telefononi mai i le numera 0800 737 666, pe feso'ota'i mai ile emeli www.tenancy.govt.nz/about-tenancy-services/contact-us

若您有任何关于本表格方面的疑问, 或是希望获得有关押金的更多详情, 请拨打我们的免费热线电话 0800 737 666, 或发送电邮至以下网站内的相应电邮地址, 与我们联系: www.tenancy.govt.nz/about-tenancy-services/contact-us

If you have questions about your rights and obligations when renting call our tenancy advice freephone: 0800 TENANCY (0800 83 62 62).