

Additional tenants bond lodgement form

Tenancy Services

Use this form to provide additional tenants details and attach it to your Bond lodgement form.

1a Tenant 3 details

Full name Bond contribution \$
Are you a first time tenant? Yes ☐ Date of Birth (optional) Contact phone

1b Tenant 3 new address for service

 Email will be first point of contact if provided

Email
Room no. (for boarding house or room only tenancy) Unit House no.
Street
Suburb City
PO Box or Private Bag Postcode
By signing this form you agree that the information you have provided is true and correct

Signature
Date

2a Tenant 4 details

Full name Bond contribution \$
Are you a first time tenant? Yes ☐ Date of Birth (optional) Contact phone

2b Tenant 4 new address for service

 Email will be first point of contact if provided

Email
Room no. (for boarding house or room only tenancy) Unit House no.
Street
Suburb City
PO Box or Private Bag Postcode
By signing this form you agree that the information you have provided is true and correct

Signature
Date

3a Tenant 5 details

Full name Bond contribution \$
Are you a first time tenant? Yes ☐ Date of Birth (optional) Contact phone

3b Tenant 5 new address for service

 Email will be first point of contact if provided

Email
Room no. (for boarding house or room only tenancy) Unit House no.
Street
Suburb City
PO Box or Private Bag Postcode
By signing this form you agree that the information you have provided is true and correct

Signature
Date

4a Tenant 6 details

Full name Bond contribution \$
Are you a first time tenant? Yes ☐ Date of Birth (optional) Contact phone

4b Tenant 6 new address for service

 Email will be first point of contact if provided

Email
Room no. (for boarding house or room only tenancy) Unit House no.
Street
Suburb City
PO Box or Private Bag Postcode
By signing this form you agree that the information you have provided is true and correct

Signature
Date



Privacy statement

Personal Information provided on this form will be held and used by the Ministry of Business, Innovation and Employment for the purposes of administering and enforcing 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 correctly identify you. Supplying your date of birth is optional.

Bond contribution information provided to Tenancy Services may be used to help confirm refund details for each tenant at the end of the tenancy. Supplying this information is optional.

The personal information you supply will not be used for any other reasons unless permitted under the Privacy Act 2020 (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 law. The personal information you supply will be provided to all parties named on this form or on the bond record. You can access or correct your personal information held by us at any time.

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:

If you provide an email address, we will use this as the primary means for communication. 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 for service you give us. A new address for service is required after the tenancy has ended.

In addition to a street address, a PO Box can also be provided to be used as an address for service.

PLEASE NOTE: By providing a PO Box or email address, you are authorising Tenancy Services to use these to contact you.

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/contact-us

Ki te mea he pātai āu mō tēnei puka, kei te pīrangi pārongo rānei mō te moni here (bond), waea koreutu 0800 737 666, whakapā rānei ki a mātou i te īmēra www.tenancy.govt.nz/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 telefoni mai i le numera 0800 737 666, pe feso’ota’i mai ile emeli www.tenancy.govt.nz/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/contact-us

If you have questions about your rights and obligations when renting call our tenancy information line Freephone: 0800 TENANCY (0800 83 62 62)

How to send us your form(s)

Online: If paying online, please go to www.tenancy.govt.nz and follow the ‘Lodging a bond online’ instructions.

Post: If paying by cheque, please send this form and cheque (made payable to Tenancy Services) to:

Tenancy Services
PO Box 50 445
Porirua 5240