



Tenancy Costs Cover

Confirmation of application and acceptance of terms

This Confirmation of application and acceptance of terms of the Tenancy Costs Cover sets out the conditions of the grant.

It's important you understand these before signing.

Tell us your details

1

Client number

 | |

INFORMATION FOR Q2:

Write your client number here if you know it. This number can be found on your community services card if you have one.

2

What is your full name?

Mr Mrs Ms Miss Other

First and middle names

Surname or family name

Tell us how we can contact you

3

Where do you live?

Flat/House number Street name

Suburb

Town/City

HOW TO ANSWER Q3:

If you live in a rural area, flat/house number could include your RAPID number, fire number, emergency services number.

4

Is your mailing address different from where you live?

No Yes

HOW TO ANSWER Q4:

Mailing address can include a PO Box, rural delivery details, or C/O address.

5

How else can we contact you?

Tick the best way for us to first contact you

| | | |
|--------------|-----|--|
| Home phone | () | |
| Mobile phone | () | |
| Other phone | () | |
| Email | | |

Declaration

I understand I have been granted Tenancy Costs Cover on the following conditions:

- The Tenancy Costs Cover will lapse if I don't get a tenancy that starts within six months from

| Day | Month | Year |
|-----|-------|------|
| | | |

- The landlord for the tenancy must acknowledge they have let the property on the basis of the Tenancy Costs Cover (by completing and signing the Landlord's Acknowledgement on the landlord's letter)
- I must pay the landlord a bond of four weeks' rent, which the landlord must lodge with Tenancy Services at the Ministry of Business, Innovation and Employment
- A copy of the tenancy agreement and the receipt for the bond must be supplied to the Ministry of Social Development as soon as possible. The landlord's letter will ask your landlord to do this, but you should check with your landlord to ensure this is done
- My landlord will only be able to claim tenancy-related costs if:
 - the tenancy ends within 24 months from the tenancy start date
 - I owe the landlord tenancy-related costs, for example rent arrears or damages, in excess of the bond
 - the claim, for tenancy-related costs in excess of the bond, is lodged with the Ministry of Social Development within three months of the tenancy end date.
- The maximum amount the landlord could claim is up to four weeks' rent
- I'll need to agree to the costs or there must be a Mediator's Order or Tenancy Tribunal Order issued for the costs I must pay
- I understand I'll need to pay the Ministry of Social Development back for any amount paid to my landlord under the terms of the Tenancy Costs Cover.

Client's name (print)

Client's signature

Day Month Year

| | | |
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