

# Privacy Statement

**Tenancy Application - You agree and acknowledge:**

**Privacy Statement** – Dwellings Property Management (2020) Ltd uses Tenancy Practice Service Limited's Privacy Policy and Statement for tenancy applications. The full terms and conditions are found here <https://tenant.co.nz/privacy-policy>.

## What am I agreeing to?

I agree to the collection, use and disclosure of my personal information for the following purposes, and warrant that I have supplied all information on this form freely, including my chosen proof of identity and evidence of ability to pay rent. I agree that any information found through any of the stated databases that relates to me can also be used for the purposes outlined in this application. I acknowledge if I enter a tenancy agreement as a result of this application being successful, then the information provided in this application will form part of the tenancy agreement.

## What Personal Information Do We Collect and Store?

- Basic identification and contact information including name, gender, age or date of birth, address, email address and telephone numbers.
- Driver's license number where relevant.
- We may collect other information including information relating to previous tenancies including references, details that form part of a tenancy agreement created in our system, tenancy disputes, defaults and previous landlords so that reference checks can be conducted.
- We may collect other financial and credit information including information relating to your credit history if we, for example, assist you in applying for bond finance or for the purpose of Landlord's deciding if you are the best applicant based on merit.
- Where you are a Landlord, account and payment information.
- We may collect other personal information that may be required to conduct background and police checks.
- Any additional information relating to you that you provide to us including through use of our Web Services including through cookies.
- Where we assist with shifting utilities between houses reasonable information required by those utility providers.
- Where you are a Landlord and we are involved with maintenance request information provided in respect of that maintenance request.
- That you provide to us or is otherwise publicly available including, without limitation, your enquiries to us and our responses to them, contact with our customer representatives and/or consultants, customer surveys, feedback and other communications, details of the services you have enquired about or purchased from or through us and any additional information necessary to deliver those products and services.

## **Our Purpose in Collecting Personal Information?**

We collect personal information about you so that we may provide the services to you and others. Any information that we collect will not be used in ways that do not reflect the original purpose for which the personal information was collected other than as described within this Privacy Policy or as permitted by the Act. Without limitation we may deal with, collect, disclose, hold and use your personal information for the following purposes:

- To provide products and services to you including additional services relating to that purpose.
- Where you are a Tenant for tenancy applications that you wish to apply for.
- To provide products and services to you including additional services relating to that purpose.
- Where you are a Landlord for consideration and acquiring of tenancy applications.
- Where you are a Landlord for the purposes of recovery or remedying tenancy defaults provided however we will not directly disclose or use information in a tenant's profile that they do not otherwise disclose.
- Where you use our consultancy services for training, liability and quality assurance purposes.
- Where you are a Tenant to enable us to assist in the transfer of utilities between houses and/or moving house as required by you.
- Where you use our services relating to maintenance any information provided in respect of that maintenance.
- For our general administrative, quality control, marketing, promotional, planning, research, statistical analysis and product/service development purposes.
- To manage, enhance and personalise our offerings to you and other customers.
- To provide you with information about any products and services you have purchased from us and any new products and services we may offer.
- To identify and contact you.
- To communicate with you and deal with your enquiries.
- To provide you with appropriate access to our Web Services and improve and personalise you and other customers experiences.
- To carry out our legal obligations, including without limitation, investigating and enforcing our rights and remedies against you.
- Any other purpose which is disclosed to you and to which you consent, by providing us with your personal information with knowledge or a reasonable expectation or purpose for which we may use it.
- We may collect data from third parties we integrate with, so you have easy access to it and be able to view it within our system.

**What is the purpose for the collection of my personal information?**

To verify my identity, perform background checks, reference checks and credit checks through the Centrix and or Equifax credit bureaus or a search of the Personal Property Security Register. To check the publicly available Ministry of Justice court databases. To facilitate the connection of selected utility services. If there is an unpaid debt at the end of the tenancy your information may be provided to a debt collection agency for debt collection purposes.

**Who will receive my information?**

The information is provided by myself to:

**Dwellings Property Management (2020) Ltd**

I understand my information is encrypted and stored on servers by The Tenancy Practice Service Ltd.

**The Landlord/Owner**

I understand a copy of my tenancy application may be supplied to the Landlord.

**The Landlord's Agent/Property Manager**

I understand a copy of my tenancy application will be supplied to the Landlord's Agent.

**Movinghub**

I understand that if I indicate that I would like Movinghub or other moving services to contact me, my contact name, email and phone number will be passed onto them for the purpose of offering and facilitating a moving service. Personal information will only be sent to Movinghub if a tenancy agreement is granted.

**How will my information be stored?**

The information submitted is stored in a secure and encrypted database. This information is also password and security question protected.

**Information Provided**

I agree that I have been advised that I have the right to request the information that you hold about me, and to have any information held corrected if it is in error. I confirm the information in this form is true and correct.