

RDC Community Housing

Application For Tenancy

0800 422 522 (24 hrs)
E info@rangitikei.govt.nz
46 High Street, Marton
Private Bag 1102, Marton 4741

APPLICANT DETAILS

Please note that those fields highlighted with an * are required fields and must be filled out.

*Full Name:

*Current Residential Address:

*Current Phone Number:

*Marital Status: ☐ Married ☐ Single ☐ Widowed

*Date of Birth:

*Present living conditions:

i.e, staying with friends. Renting house/flat. Living in a retirement home. Living in your own residence but it's too difficult to maintain

*Reason for application

*Name of Current Landlord:

*Current Landlord Ph Number:

*Current Weekly Rent *(if applicable)*

Are you supporting a relative or current partner that lives with you? *If YES please provide details*

Are you able to sufficiently care for yourself? *Do you have the necessary support systems in place? i.e., home help, etc.*

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PROPERTY OWNERSHIP

Do you own residential property? ☐ YES ☐ NO

If **Yes**, where? Address:

If **Yes**, is it debt free? ☐ YES ☐ NO

If **No**, the approximate amount owing

If owned, what is the state of repair

If owned, are there any urgent repairs required (*details*)

Have you sold a property in the last 5 years? ☐ YES ☐ NO

PETS

Pets allowed are at the discretion of Rangitikei District Council

Do you have any pets? ☐ YES ☐ NO - ☐ Cat ☐ Dog ☐ Other – please specify

Are they neutered/spayed: ☐ YES ☐ NO Microchipped: ☐ YES ☐ NO

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REFEREE CONTACT DETAILS

Please provide contact details of two referees *(not related to you)*

1. Name:

Address:

Phone Number:

2. Name:

Address:

Phone Number:

3. Current or most previous landlord

Address:

Phone Number:

FINANCIAL STATEMENT

All applicants must complete this section – Please provide proof of income – payslips, Work and Income Statement, Bank Statements etc

INCOME PER WEEK

Pension (net) self \$

Pension (net) partner *(if applicable)* \$

Other income *(please give details below)* \$

Total \$

Other Income Details

PAYMENTS PER WEEK	
Insurance Premiums	\$
Rates	\$
Mortgage	\$
Hire Purchase	\$
Rent	\$
Board and Lodgings	\$
Other Expenses <i>(please give details below)</i>	\$
Total	\$
Other Expenses Details	
<p>ASSETS</p> <p>Do you have any bank savings, shares, investments, rental property, land? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, please give details. We may require you to provide confirmation of your assets as listed.</p>	

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EMERGENCY INFORMATION

(To be held and used by the Council in emergency situations only)

DOCTOR

Name

Address

Phone

LAWYER

Name

Address

Phone

NEXT OF KIN/EMERGENCY CONTACT

Name

Address

Phone

I wish to obtain a flat in

☐ Taihape ☐ Marton ☐ Bulls ☐ Rātana

- I understand that the information I have supplied here will be used by Council in considering my application for a flat at the time a vacancy arises. There is no guarantee that I will obtain a flat at any specific time.
- I also understand that in the event of my being allocated a flat, I will be fully responsible for the costs of power, telephone and net curtains. Council provides floor coverings, thermal curtains and supplies an electric stove but does not supply any other appliances. I will be responsible for the care, maintenance and cleanliness of the flat during my occupancy..
- I am aware of Council's policy requiring me to pay a bond equal to 4 weeks rental plus 2 weeks rent in advance at the commencement of my tenure. I will then make regular weekly or fortnightly payments either direct from WINZ or by way of automatic payments through my bank account. Contents insurance for tenants is not the responsibility of Rangitikei District Council. I understand that it is my responsibility to have my own contents insurance should I wish to.
- I understand that there may be a waiting list. I also understand that applications are considered on a 'needs' basis rather than a 'first in first serve' basis.

Signature:

Date:

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OFFICE USE ONLY	
ID Sighted <input type="checkbox"/> YES <input type="checkbox"/> NO	ID Type:
Photocopy of ID attached <input type="checkbox"/> YES <input type="checkbox"/> NO	
Reference Checks completed <input type="checkbox"/> YES <input type="checkbox"/> NO	
Independent Living form completed and submitted with application <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	
Applicant details entered into database <input type="checkbox"/> YES <input type="checkbox"/> NO	
Applicant has signed the application form <input type="checkbox"/> YES <input type="checkbox"/> NO	
All relevant sections have been completed by applicant <input type="checkbox"/> YES <input type="checkbox"/> NO	
Copy of proceeds of sale document if applicant has recently sold their home <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	
Police Check form has been completed <input type="checkbox"/> YES <input type="checkbox"/> NO	
Completed Doctor form attached <input type="checkbox"/> YES <input type="checkbox"/> NO	
Preferred Location <input type="checkbox"/> Taihape <input type="checkbox"/> Marton <input type="checkbox"/> Bulls <input type="checkbox"/> Rātana	

Thank you for your interest in our Community Housing

Rangitikei District Council has 72, 1-bedroom units. There are 50 units in Marton across three complexes, six units in Bulls at one complex, 4 units in Rātana Pā at one complex and 12 units in Taihape between two complexes. The purpose of the community housing within the Rangitikei District Council is to provide accommodation for elderly residents with limited incomes.

The units are self-contained and are surrounded by other units within the complexes. The units comply with the Healthy Homes standards – some of the units are exempt due to no access within the floor or roof space. All units have a heat pump installed and thermal curtains are provided.

The rent for these units are currently set at \$168.00* per week for single and \$202.00* per week for couples, to be paid at least one week in advance. Due to the demand for community housing within our district there is a current waiting list.

The units are for single applicants only, however couples may apply and be assessed on a case-by-case basis. Rangitikei District Council reserves the right to apply rental market rate for any successful applicant under the age of 65.

Rangitikei District Council seeks to provide a safe environment for its tenants. As part of this process we want to ensure that prospective tenants are suitable for the Community Housing environment. Police checks and character reference checks are part of this process. Please ensure you provide character reference details (not someone who is related to you) and you complete the police check form in full.

* Please see our current Schedule of Fees and Charges for update to date rent costs.

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Eligibility Criteria:

For all applicants with the exception of the units at Rātana Pā.

1. Must be a New Zealand Resident
2. Over 65 years of age - - Under the age of 65 at the discretion of Rangitikei District Council.
3. Total assets, including cash, investments, house and other property (but not including a car, furniture and personal effects) do not exceed \$8,100 (or if a couple is accepted then the assets must not exceed \$16,200)
4. Income must not exceed the regular Superannuation (including accommodation supplement) plus 25%. This recognises prospective tenants who may have another income source such as a part time job or interest or dividend income to supplement the pension)
5. Have a genuine housing need
6. Are self-reliant or have the necessary support in place to live independently.

Where an applicant does not meet the above criteria, special dispensation may be granted at the discretion of the Manager Community Property.

The Rātana Communal Board of Trustees determines the eligibility of tenants for the community housing units at Rātana Pā.

Your Next Steps

Fill out this application form and return to:

1. Rangitikei District Council, 46 High St, Marton
2. Taihape Information Centre and Library, 102 Hautapu St, Taihape
3. Te Matapihi – Bulls Community Centre, 4 Criterion St, Bulls

or email to: propertyteam@rangitikei.govt.nz

or post to: Rangitikei District Council, Private Bag 1102, Marton

After we receive your application we will:

- Contact your references (by phone, email or posting a form)
- Send away your Police check
- If all criteria is met we will place you on our waiting list
- When a unit is available we will contact you to view the unit. - *(please note there will be several applicants viewing each vacant unit – viewing a unit does not guarantee a tenancy arrangement will be entered into at the time)*