



## Need help getting into a rental?

This guide will help you find and secure a home to rent.

There are many community organisations that can help – **you are not alone.**

### About us

The Nelson Tasman Vulnerable Housing Network is a community-led initiative. We are a network of members from more than 60 organisations that collaborate on ways to help.



Email us at: [info@nthousingnetwork.org.nz](mailto:info@nthousingnetwork.org.nz)



**Nelson Tasman  
Vulnerable  
Housing Network**

Supported with funding from:



## Get ready

### Learn about the process

Consider doing a free Ready to Rent course

Learn how to apply for rentals, tenants and landlords' rights, and how to get on well with a landlord. You will receive a certificate to show landlords that you understand how to be a good tenant. Contact Ministry of Social Development/Work and Income for a referral, or contact Literacy Aotearoa to register your interest: **0800 678 910**

### Decide what kind of place you need

How many bedrooms? Do you have a preferred location? How much rent can you afford?

### Prepare your documents for an online application

- **Identification (ID)** – Passport, driver's licence, or other document with your name and photo
- **Recent payslips** – If you have a job
- **Rental history** – Write down the details of your current or previous rented house. Include the address, landlord or property manager's name, phone number and email, how long you were there and your reason for leaving
- **Reference letters** – From former landlords or property managers (not friends or family members)

### Make an online profile

Make an online profile for free on the [www.renti.co](http://www.renti.co) website for landlords and property managers to look at. You will need to:

- Register on the renti.co website
- Work through the steps to complete your profile
- Answer any questions, eg about your rental history
- Upload the required documents

### Think about whether you need support

Local groups can help you through the process. These are listed on the other side of this guide.

## Follow the process

### Look for places online

Find places for rent at: [www.realestate.co.nz](http://www.realestate.co.nz)



Scan the QR code to check Nelson Tasman Housing Trust's Accommodation Guide for ideas on where else to look.

### Check listings often

The best rentals go quickly. Look at websites every day and set alerts for rentals that match your needs.

### Book a time to look at the property

Once you find a suitable place, book a time to view it. How you book depends on the landlord or rental company.

### Apply online, quickly

When you find a good place, apply as soon as you can. This will be easier if you have already made an online profile and prepared your application documents.

### Get approved and sign the agreement

If your application looks good, the landlord will contact your referees. If they then offer you the place, they'll send you the rent amount, bond details and lease dates. If you agree to these, you then sign the tenancy agreement online.

See the reverse side of this guide for helpful tips and contact details for organisations that can help you with your housing search.



## Community organisations that can help you with your housing search

Category	Organisation	Phone	Email
General Housing Advice	<a href="#">Work and Income (Ministry of Social Development)</a>	0800 559 009	Work and Income can: <ul style="list-style-type: none"> <li>advise about public (social) housing</li> <li>refer you to housing navigators or brokers</li> <li>check your eligibility for financial support</li> </ul>
	<a href="#">Nelson Tasman Housing Trust</a>	0800 266 325	info@ntht.org.nz
	<a href="#">The Salvation Army</a>	03 548 4807	nelsontasmanbay.corps@salvationarmy.org.nz
	<a href="#">Citizens Advice Bureau Nelson Tasman</a>	03 548 2117	coordinator.nelsontasman@cab.org.nz
Women and Children	<a href="#">Nelson Women's Centre</a>	03 546 7986	counselling@nelsonwc.org.nz
	<a href="#">Whakatū Refuge</a>	0800 16 33 44	admin@whakaturefuge.org.nz
	<a href="#">Hapai Taumaha Hapūtanga – Pregnancy Support</a>	0800 004 277	info@crisispregnancysupport.org.nz
Men	<a href="#">The Male Room</a>	03 548 0403	info@maleroom.co.nz
Māori	<a href="#">Te Korowai Trust</a>	03 547 5958	admin@tekorowaitrust.co.nz
	<a href="#">Te Kotahi o Te Tauihu Charitable Trust</a>	0800 514 358	admin@kotahitehoe.org.nz
	<a href="#">Te Piki Oranga</a>	0800 672 642	admin@tpo.org.nz
	<a href="#">Whakatū Marae</a>	03 546 9097	admin@whakatumarae.co.nz
Former Refugees & Migrants	<a href="#">Victory Community Centre</a>	03 546 8389	norma@victorycommunity.org.nz

## What information should I bring when meeting with a community organisation?

Please try to bring as many of the following things:



### Friend or support person

If you need one



### Identification (ID)

Passport, driver licence, or other document that has your name and photo



### Recent payslips

If you have a job, bring the last few payslips



### Community Services Card

If you have one



### Bank statements

From the last 1–2 months



### Emergency contact

The name and contact details for someone we can call if we need to



### RealMe login

If you have an account



### IRD number

For Work and Income or other financial help



### MSD client number

If you have one

## Tips for a strong application

### Make a good impression



#### Be on time and be polite

Show up on time to property viewings. Don't send someone else in your place. Dress neatly and be friendly.



#### Talk to the property manager / landlord

Say hello, show interest and ask questions. Don't criticise the property in front of them. Being respectful can help them remember you.



#### Explain any issues

Talk to the property manager about any gaps in your work history, any pets you want to live with you or other things that might worry a landlord.



#### Follow up

After you apply, send a short message or call to say you're still interested in the property.



#### Offer a lot of detail

Put as much information as possible into your online profile.



#### Describe any pets

It's best to not have any pets, especially for your first rental. But if you do have a pet, tell the landlord about your pet and how it behaves. A photo can help.