

# Tenancy Debt Form

(Please note any fields marked \* are mandatory fields)

## YOUR DETAILS

Company name:

Full Name\*:

Contact Person (if different from you):

Email address:

Phone number\*:

Address\*:

Your bank account number (for direct credits) \*: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Your Reference\*:

TINZ member ID number:

## DEBTOR DETAILS

First Name\*:

Surname\*:

Middle Name:

Gender:

Address of Tenancy (where the debt occurred)\*:

Phone Number:

Mobile Number:

Other Phone Numbers:

Email Address:

WINZ Number:

Date of Birth:

Employer:

Employers Phone Number:

Debtors current address:

Debtors previous addresses:

Any other information that may be of help collecting the debt i.e debtor's relatives contact details:

# Tenancy Debt Form

## DEBT DETAILS

Do you have a tenancy agreement (please tick the answer)\*?  Yes  No

Amount owing\*:

Date Incurred/Invoice date:

Court order number:

Pricing Options (please tick the circle next to the option you would like)\*:

- Option 1 - No Active Debt Collection – Debt will be lodged Tenancy Information NZ. Registration Fee \$30 + GST.
- Option 2 - Any Debt Size. Registration Fee \$160 + GST. C.I.A commission rate of 25% commission.
- Option 3 - \$3,000 Minimum Debt Size. Registration Fee \$80 + GST. C.I.A commission rate of 30% commission.
- Option 4 - Any Debt Size. Registration Fee \$80 + GST. C.I.A commission rate of 40% commission.
- Option 5 - \$1,000 Minimum Debt Size. No Registration Fee. C.I.A commission rate of 50% commission.
- TINZ Member Option - \$500 Minimum Debt Size. No Registration Fee. C.I.A commission rate of 30% commission.

By accepting these terms, you agree to authorise The C.I.A. Debt Recovery Group Ltd to act as your agent in the above matters and agree to make payment of all charges and costs in accordance with The C.I.A. Debt Recovery Group Ltd current terms and conditions.

You agree to not proceed to legal action, nor take independent action by another means through an agency or on your own accord, against this debtor without first consulting The C.I.A. Debt Recovery Group Ltd.

If you do take independent action or/and if any monies are paid to you or your agent, by the debtor, The C.I.A. Debt Recovery Group Ltd will invoice you for the whole commission that relates to the option you have chosen above and any subsequent enforcement costs.

- You have read and accept The CIA Debt Recovery Group Limited terms and conditions\*

Your Full Name\*: \_\_\_\_\_

Date\*: \_\_\_\_\_

Signature\*: \_\_\_\_\_