

Load Tenancy Debt Form



(Fields marked * are mandatory fields)

YOUR DETAILS

Company Name: _____

Full Name*: _____ Email*: _____

Address*: _____

Mobile*: _____ Landline*: _____

Your bank account number (for debtor payments) *: _____ - _____ - _____ - _____

DEBTOR DETAILS

First Name*: _____ Last Name*: _____

Middle Name(s): _____ Gender*: Male Female Unknown

On WINZ benefit?*: Yes No Unknown WINZ Number: _____

Date of Birth: _____ Email: _____

Mobile _____ Phone: _____

Current Address: _____

Employer: _____ Employer's Phone: _____

Occupation: _____ Employer's Email: _____

Any other information that may be of help collecting the debt? E.g. debtor's relatives contact details:

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DEBT DETAILS

Tribunal Order Amount \$*: _____ Amount Owing \$*: _____

Tenancy Address (as stated on Tribunal Order)*: _____

Tribunal Order Number*: _____ Tribunal Order Date*: _____

Your Debt Reference*: _____

PRICING OPTIONS (please tick the box next to the option you would like)*:

- Option 1** - million Tenancy/NZPIF members only. No debt load fee. CIA commission rate 25% +GST.
- Option 2** - Debt Size \$500+. Debt load fee \$60 +GST. CIA commission rate of 25% +GST.
- Option 3** - Debt Size \$2,000+. No debt load fee. C.I.A commission rate of 30% +GST.
- Option 4** - Any Debt Size. No debt load fee. C.I.A commission rate of 35% +GST.

By accepting these terms, you agree to authorize CIA Debt Recovery Ltd to act as your agent in the above matters and agree to make payment of all charges and costs in accordance with the Terms of Engagement.

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 CIA Debt Recovery Ltd.

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

- I have read and understood CIA Debt Recovery's full Terms of Engagement***

Full Name*: _____ Date*: _____ Signed*: _____

Please attach the following documentation when you submit/email this completed form:

- Copy of the Tenancy Tribunal Order (include all pages and ensure it is clearly readable)**
- Photo of the tenant debtor (if you have one)**
- Copy of the tenancy application and/or tenancy agreement signed by this tenant debtor**
- Any other supporting documentation (e.g., email correspondence with the tenant debtor)**