

Accommodation Solutions Advisory Service

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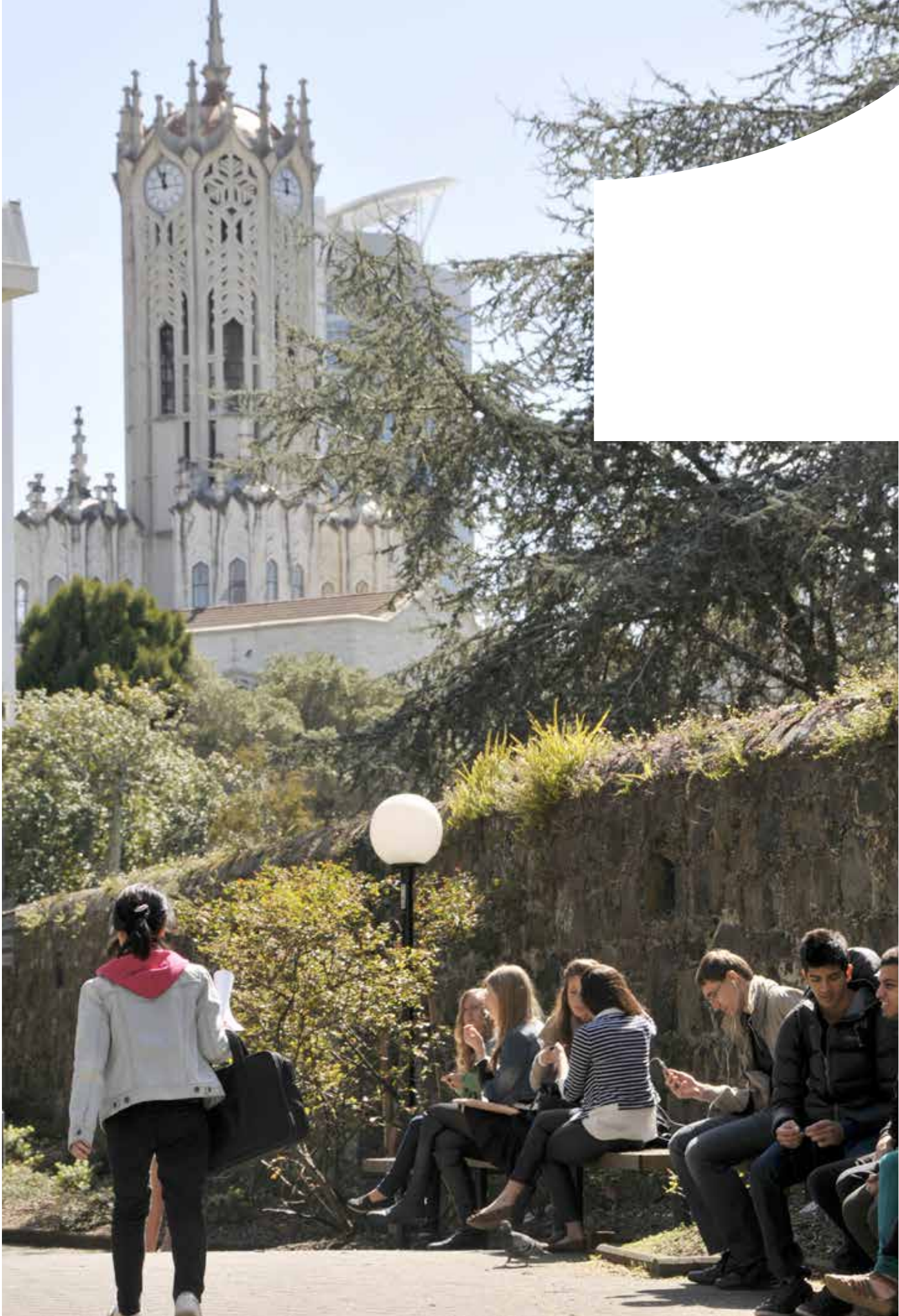
Web: www.accommodation.auckland.ac.nz

Accommodation Solutions A STUDENT'S GUIDE TO LIVING IN AUCKLAND



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INTRODUCTION

So it’s time to find your own place, after having spent your first year at University in the secure surroundings of a Hall of Residence. Or perhaps you have been living at home, and it’s time to spread your wings and leave the nest. Or maybe you are an International Student who is planning to come to Auckland to study, and would like some information about living here before you leave familiar surroundings for those which will be unfamiliar. If so, this is the guide for you.

There are a number of things you will need to consider when looking for accommodation for the first time in Auckland. Where you want to live, how much it will cost, who you want to live with, transport, and running a flat (this is a colloquial term used in New Zealand when referring to a property that a person rents from another person, and plans to share with others – flatmates).

This may be the first time you have had to look for properties, deal with property managers or landlords, sign legal documents such as tenancy agreements, or have to budget money to ensure your living expenses are covered. It can all be a bit daunting, and it’s easy to make mistakes.

The information in the guide is intended to offer you good sound advice on what to look for (and what to look out for) when you plan to go flatting. While there is a lot of information contained in this guide, if you take the time to read it, we promise you it will make the process of finding a flat, flatting with others, and living in Auckland easier than if you do it alone.

The Accommodation Solutions Team is here to assist you if you need us. We offer an Advisory Service which can help you find properties currently available, go through tenancy agreements with you, or just offer friendly advice on any aspect of finding a place to live. You can contact us at advisoryaccom@auckland.ac.nz , or alternatively you can apply online via our application portal, and choose Private Accommodation when you come to the ‘preference’ section.

First time flatting should be an experience which you will not only enjoy, but one that will give you skills and experience that you will take with you for the rest of your life.

Chris Rollins
Accommodation Solutions Manager
The University of Auckland

AUCKLAND SUBURBS

Geographically, Auckland is a sprawling city with a population of approximately 1.5million, but with plenty of public transport options available to you. Living in the suburbs surrounding the city centre while studying at the University of Auckland is achievable. Below is information on some of the suburbs in Auckland that you may consider living / flatting in.

Auckland City Centre (1km distance from University of Auckland Library – 12 minutes via bus)

The University of Auckland City Campus is located in the Auckland City Business District. While bus transport options are plentiful within the City often, due to the volume of traffic, you may find it easier to walk to most destinations within the City. Due to a fast growing population rate over the past 20 years, Auckland City has had an extensive growth in rental accommodation with more developers building entire purpose built apartment style residences. Following the growth in residences in the city, a number of larger food chain stores opened (called Supermarkets), namely Countdown and New World. There are an increasing number of apartments available for renting as furnished accommodation, but most are unfurnished. Tenants are required to arrange their own power, and internet, and often pay for water also.

Mt Eden (3.6km distance from University of Auckland Library – 15 minutes via bus)

Mt Eden is centrally located within the Auckland area. The central focus of the suburb is the dormant volcano, with a majestic bowl-like crater 50 metres deep. Mt Eden has very good transport links, is extremely popular with University of Auckland students due to its locality and utilities, and is still regarded by many as 'Home of the Arts'. Mt Eden is a well-established residential area including many villa and bungalow style of constructions, while offering a large number of flat dwellings, characterised by a strong 'village' character, including an arts focus with a diverse population. Home of Eden Park where Auckland Blues (Auckland's rugby team) belong and the majority of All Black matches are played there.

Newton (1.7km distance from University of Auckland Library – 16 minutes via bus)

Extremely close to the central city and University of Auckland campus, Newton also boasts the convenience of the central motorway junction. Newton is a small area bordering other popular suburbs of Mt Eden, Eden Terrace and Ponsonby. With higher density of a mixture of terrace and apartment style housing, Newton offers an excellent choice of shared accommodation and individual rental choices.

Grey Lynn (3.7km distance from University of Auckland Library – 24 minutes via bus)

Grey Lynn is becoming a trendy location with cafés and an eclectic 'arty' population, and is highly sought after for younger families. Regarded as the next Ponsonby (Ponsonby is an established trendy café society within close proximity to the city). Grey Lynn is famous for its Park festival, which attracts around 100,000 visitors on the third Saturday in November.

Ponsonby (2.6km distance from University of Auckland Library – 22 minutes via bus) Freemans Bay/Saint Marys Bay (2.4km distance from University of Auckland Library 30 minutes via bus)

These three suburbs closely border one another and offer a similar unique style of living, known for dining, entertaining and shopping establishments, dotted with restaurants, cafés, art galleries, up-market shops and nightclubs. Ponsonby, Freemans Bay and St Marys Bay are extremely popular locations for young professionals and students due to their easy locality to the central business district and University facilities. More recently, each of these areas has attracted higher-income bracket New Zealanders due to the location to the City, often including water views.

Parnell (1.3km distance from University of Auckland Library – 9 minutes via bus)

Extremely close to highly desirable locations, historically one of the oldest established areas within the city fringe. Famed for its galleries, cafés, restaurants and boutique style stores and described as an up-market village area, which features a range of international cuisine, Parnell is also known for its two popular Farmers' Markets:

Parnell Farmers' Market: Jubilee Building 545 Parnell Road - Saturdays 8am to 12noon.

La Cigale (French Market): 69 St Georges Bay Road - Saturday 8am to 1pm, and Sunday 9am to 2pm.

Newmarket (2.9km distance from University of Auckland Library – 19 minutes via bus)

With luxury stores representing the finest brands, Newmarket has built its reputation as cosmopolitan and chic and, as such, is a highly desirable and sought after area. Well serviced by

public transport from all over the region, Newmarket is easy to reach. The Link bus and trains from the Britomart transport hub run regular services to Broadway.

Remuera (5.2km distance from University of Auckland Library – 29 minutes by bus)

Bordering Newmarket, Remuera is occupied by the higher-income bracket of New Zealand. This area continues to maintain its attraction partly due to the zoning of highly regarded public and private schooling. Remuera is generally regarded as a warmer area, and offers convenience due to the close proximity to most popular suburbs and main arterial routes and beaches ('the bays' Mission Bay, Okahu Bay, Kohimarama). Remuera has a smaller selection of business and shopping area to be sustainable entirely. However, it is close enough to Newmarket for convenient shopping.

Epsom (5.6km distance from University of Auckland Library – 21 minutes by bus)

An outer suburb of the city, originally built with large country houses, but recently considerably more clusters of townhouses, Epsom offers tree-lined streets and parks – including One Tree Hill, one of the many volcanoes in Auckland gifted to the city as designated parks for all to enjoy. The University of Auckland Epsom Campus is also located within this area. Due to the school zoning, parts of Epsom can be significantly higher in value compared with similar housing outside this zone. Epsom has a great deal of infrastructure, making public transport easily accommodating, and has many pockets of shopping areas.

Ellerslie (7.5km distance from University of Auckland Library – 23 minutes by bus)

A smaller pleasant village style township including cafés, restaurants and an English style pub, Ellerslie is popular for its easy access via public transport (which includes bus and train), along with motorway access to the city and south. Ellerslie has grown in popularity due to its affordable real estate, attracting a great deal of first home buyers and investment buyers – enabling many choices of rental accommodation.

Morningside/Mt Albert (5km distance from University of Auckland Library – 22 minutes by bus)

An extremely popular rental location due to a vast number of access routes to the city and numerous shopping facilities. An eclectic mix of cultures and nationalities enjoy Mt Albert and Morningside due to the range of accommodation options, schooling facilities and overall convenience. The area includes apartments and large family homes.



FINDING A PLACE TO LIVE, AND FLATMATES

Where to live

Your first decision when thinking about flatting is where you want to live. You may wish to be in walking distance of the University and, if so, an apartment in the central city may be an option. If you want more space, or more flatmates, a house further out may be your best bet. Refer to the section on Rent Prices for the costs associated with rental housing in Auckland. If you do consider living further out, consider how long it will take you to travel to the University, and the costs involved.

If you are considering an apartment, you will probably be limited to two or three bedrooms (so one or two flatmates). Apartments tend to be smaller inside than houses, so think about how easily you and potential flatmates will live in the space, and what privacy you require. See what is included in the apartment (washing machine, dryer, dishwasher, refrigerator microwave etc...), so you can budget for all the items you and your flatmates will need to buy to establish your flat.

If there is no washing machine or dryer, and no space for one, or you don't want to buy these, ask if there is a communal laundry, and what the cost is to use it. If you require car parking, is this available, and is it an additional cost? How easy is it to get your furniture up to the apartment? Is there a service elevator? Also, see if there is somewhere to dry your washing. Some apartments ban washing from being hung on the balconies.

Ask if water charges are included with the rent, see if you get a good signal on your cell phone, and ask who you contact when there is a problem (no hot water, oven stops working, door won't close etc).

Remember that living in an apartment block means close living with the neighbours, so noise may be an issue (for them or you!). If you like to play your music late into the night, find out if there is a restriction on music after a certain time. Visit the apartment block in the evening, knock on the doors of potential neighbours, and introduce yourself. If you have any concerns about the neighbours, it may be sensible to give the apartment a miss. Remember it's easier to do this BEFORE you sign a rental agreement and move in.

For those who decide to live a little further out, in a house, townhouse or home unit, some of the same issues as living in an apartment apply. In older style houses, such as villas and bungalows, check out how well insulated the house appears to be. Do the windows close properly, are there gaps under the doors, does the house smell musty, or is there mould on the ceilings and walls, particularly in bathrooms and wardrobes? A poorly insulated house not only means you'll be cold, and your power bill costly, but it will have an impact on your health and your ability to study.

Ask the landlord if the house has been insulated (floors, wall and ceilings). Open fire places may look appealing, but they lose a lot of heat through the chimney, can be expensive to run if you have to buy wood, and can be dangerous if left unattended.

Check to see if the house is operated by power solely or power and gas (for items such as water heating, cooking, heating). Note that fitted gas heaters are illegal in bedrooms.

Where there is a garden, check whose responsibility it is to maintain it. Ask the landlord what maintenance has been done on the property recently. If they say none, this may be a sign that you may have problems if maintenance issues arise.

Irrespective of where you choose to live, make sure you check these basics.

- Potential for noise and sound proofing.
- Temperature - heating source and dampness.
- Size, number, and location of bedrooms.
- Safety – fire risk and hazards; are smoke detectors installed?
- Location and condition of bathroom.
- Hot water source.
- Status and condition of appliances.
- Location and size of lounge.
- Security of flat – grounds, lighting, and locks.
- Parking and access.
- Grounds and maintenance.
- Letterbox.
- Rent and other costs.

Flatting & Flatmates

Finding the right flatmates may be one of the hardest challenges you face. Living with the wrong ones can be a nightmare. Just because you are friends with somebody doesn't mean you can live together. Everybody lives differently, and it pays to know what you have to have, what you can't live with and what you can compromise on, as this will help you have a fun living environment. You are not always going to get it right, but here are some tips to make it easier.

Ask lots of questions when interviewing potential flatmates. What do they like to eat? What music do they like? Do they smoke (ANYTHING)? Do they like to party (particularly at home)? What are they studying? Ask anything that will help you to decide if you want to live with them.

Bills. Who is going to be responsible for paying the flat bills? Will all the bills be split evenly between the flatmates? How will each person pay for their share? Will you have a 'kitty' for food, or will you each do your own shopping? What will happen if one or more flatmates don't have enough money for their share of the bill?

Cooking. If you are planning to share meals, you'll want to decide who is cooking on what night. A roster is always a good idea. If your lives are too busy, you may want to put one night aside each week to have a 'flatmates' meal' together, where you may all want to get involved. If you or your flatmates have dietary requirements (vegan, halal etc.) you'll need to take this into consideration when planning meals.

Drinking and driving; DON'T; and don't let anybody visiting your flat drive home drunk.

Environment. We are all becoming more aware of the environment and the damage we do to it on a daily basis. You can do your part by recycling (most councils have a recycling programme with bins for paper, glass, tins). Consider a worm farm, so that all food scraps can be put in the worm farm. Conserve power, turn off lights and appliances when not in the room (you'll also reduce your power account), have the landlord fix any leaky taps, and take recycling bags to the supermarket. It all makes a difference.

Fun. Flatting is not only about having a roof over your head, and a place to sleep, but making friends and having a good time.

Grass. The stuff outside your bedroom window! If you have a lawn and a garden, chances are you'll be responsible for maintaining this. Somebody in your flat might love gardening, so problem solved. If not, allocate chores on a regular basis, so you don't go outside in the middle of summer to find yourself in the middle of a forest.

House Rules. Without being too regimented, it is a good idea to have some basic rules around living with others. How long each person has in the bathroom, day when bills will be paid, who has what shelf in the refrigerator, can friends come and stay? It is always better to have these things agreed at the start of flatting together.

Insurance. Your landlord will have organised insurance on the property you are living in. This does not, however, cover your personal possessions. Make sure you have adequate insurance on your personal belongings and motor car. Get at least three quotes from different insurers. Premiums are often higher for people under the age of 25, so make sure you have all the facts before making a decision.

Joint Tenancies. Tenancy agreements and bonds are covered under their own section. However, when taking on a flat, you may want to consider a joint tenancy with the other flatmates. In effect, all flatmates sign and become jointly and severally

liable (another legal term) as tenants. This means in a dispute you all have equal rights. It also means you have joint responsibility so, if one person does a runner, one or all of you could be responsible for making up the rent.

Keeping Clean (and healthy). Some things to consider, so that you and your flatmates have a clean and healthy environment:

- Is the washing machine an antique?
- How will you dry your clothes? Dryer = expense
- If there's mould or slime in the bathroom, run away now or get the Landlord to address the cause.
- Is the toilet in the bathroom? This can be a problem in the mornings when everyone's getting ready.
- How big is the hot water cylinder? Will you all get decent showers? Request a hot water cylinder wrap!
- Open curtains and windows regularly to allow for ventilation and reduce potential mould
- Keep kitchen services clean, watch food expiry dates, don't prepare meat on the same surfaces as you prepare other items.

Looking for a flat. Start your search early. If you plan to go flatting at the beginning of the University year (Feb), start looking in November or December. By mid-January, there are hundreds of students looking for flats, joining queues of other desperate students. The sooner you start looking, the sooner you'll know where you want to live, and what you can afford. You may have to pay rent a little earlier than you wish – but at least you'll be settled and able to focus on your study.

Moving in or moving out: There are a number of things you need to do when you first move in to a flat, or when you move out. Please refer to the section on What to do when you move into a flat.

Noise. If you are trying to study, and there is a mini party going on in the background, you are going to find it hard to concentrate. Have a study roster, so you know between certain times the house will be quiet. If one of your flatmates is planning to have friends around, make sure they let you know in advance, so you can plan to go out to study, or so you can join them and study later.

Overwhelmed. Finding a flat, being away from home, living with strangers, having money to meet all your needs, lectures and assignments can all be overwhelming, particularly at the start of the academic year. If you find yourself struggling, don't be afraid to ask for help from a friend, parent or sibling. Or you can contact the University's Counselling Service <http://www.auckland.ac.nz/uoa/cs-counselling-contact>, phone 923 7681.

Party! Most students want to party, and occasionally those parties may be in your flat. In these days of twitter, Facebook and good old fashioned e-mail, it is easy for parties to get out of control. Regulate the number of people you invite, and make sure you and your flatmates have a plan in case the

party gets out of hand. Provide some food to slow down the absorption of alcohol. Be responsible. If you see somebody who has had too much to drink, don't let them drive. Order a taxi, or let them crash at your place for the night. Remember, any damage to the flat will be your responsibility and your cost. And be respectful of neighbours where your music and noise are concerned.

Quirky Flatmates. Everybody has quirks. Some are small; (hanging the toilet roll outwards) to more challenging (ironing sheets dry after they come out of the washing machine). If you find your flatmates are doing something that is annoying, discuss it with them and explain the impact it has on you. If they can't or won't change, you'll need to decide if it is a deal breaker. One way is to agree up front that each person can have one 'get out of jail free card' which they can play once, and ask a flatmate to stop certain behaviour or annoying habits for the duration of their tenancy. And remember, it works both ways!

Rent. PAY IT ON TIME.

Smokers. If you are not a smoker, and don't want to live with one, make sure you ask. You may want to make it a 'house rule' that smoking is done outside.

Tenancy Agreement. You must have one of these, even if you are renting off friends or family. It protects you as the Tenant and them as the Landlord.

Use of the internet. You will no doubt sign up for a phone/ internet package that has a certain amount of download. Make sure you choose a package that will meet the needs of the entire flat. For University students, this might be quite high. Some packages automatically default you to a per-minute charge after you have used your monthly limit, and this can be expensive. Monitor your usage the first month, and decide as a flat if you need to add more, or use less.

Vermin. If you see rats, mice, cockroaches, ants or fleas in the flat, you have a problem. Look for the source. It may be rubbish that is not secure, something that has died under the house, the result of a previous owner's pet, or a source of decaying food. If you can't identify the source, contact your Landlord. The flat may need to be fumigated.

Work. Many students have part-time jobs to make ends meet, particularly when flatting. This may be in a bar or restaurant, where your hours vary, or require you to finish late. If this is the case, be respectful of your flatmates when you come home. You may need to wind down, but your flatmates won't appreciate Cannibal Corpse screaming at them at 2.00am!

Xanadu [zan-uh-doo, -dyoo] - noun: a place of great beauty, luxury, and contentment. (Not to be confused with the 1980's film starring Olivia Newton-John) May your flat and flatting experience be just this (the contentment part, not the box office flop).

Your room, is YOUR ROOM and, as such, should be your private haven. Other people should be allowed in there only if invited. If you have flatmates who continually go in your room without your permission, talk to them, put a sign on the door, or add a lock.

Zzzzzzz. Sleep – get plenty of it, but not in lectures.

RENT PRICES

The cost of renting in Auckland varies considerably, depending on the area and type of property. Rental accommodation in the central city is predominantly apartment style while in the suburbs it tends to be houses or flats.

- A three-bedroom apartment in the city has an average rental of \$638.00 per week (\$212.67) per room,
- while a three-bedroom house in Mount Eden (approximately three kilometres and one bus stage away from the City Campus) has an average rental of \$621.00 per week (\$207.00 per room),
- while a three- bedroom house in Ellerslie (approximately nine kilometres and three bus stages away from the City Campus) has an average rental of \$453.00 per week (\$151.00 per room).

For information and comparisons on all Auckland suburbs, refer to www.dbh.govt.nz/market-rent

Location

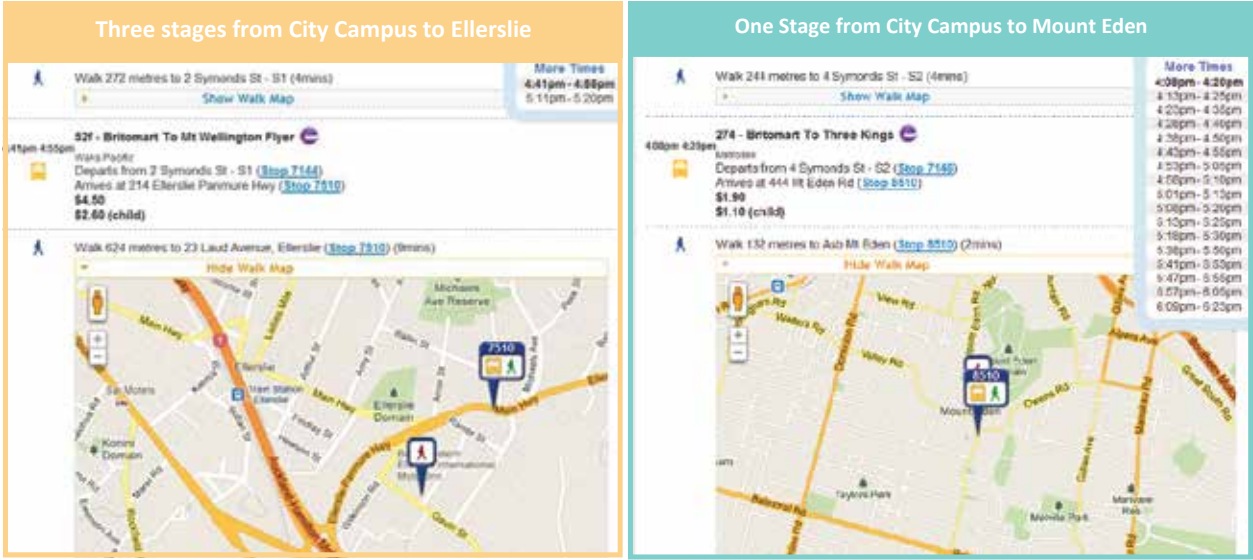
When deciding on location you will need to consider other costs that may affect your decision, such as travel costs or car parking.

If you choose to live in an apartment in the city, you'll be able to walk to the University. If you have a car, you'll need to know if a car park is included in the rent or if you have to pay more for a secure car park.

If you chose to flat in Mount Eden or Ellerslie, for example (as above), you'll most likely have a place to park your car without extra cost. But then you have to think about travelling to university.

Catching a bus to Mount Eden will take 10 -15 minutes each way, at a student cost of \$1.10 per journey or an extra \$11 per week, or to Ellerslie 35 – 40 minutes, a student cost of \$2.79 per journey or an extra \$27.90 per week that you will need to budget for. If you drive in to the city, you'll probably need to pay for parking fees – anywhere from \$5-\$8 per hour.

Bus Map



For bus, train and ferry timetables and fares, refer to <http://www.maxx.co.nz>

It is important when considering a flat that you understand all the costs, not just the weekly rent. This may include the cost of water, car parking and lawn mowing or garden maintenance. The cost of electricity, telecommunications (land line and internet), and insurance for your personal items, are the tenant's responsibility. Rates, property insurance and maintenance are the responsibility of the Landlord.

Rental Comparison

Auckland - Central			Ellerslie			Mount Eden		
Bedrooms	Dwelling	Average Rent	Bedrooms	Dwelling	Average Rent	Bedrooms	Dwelling	Average Rent
5+	Apartment	\$660				3	Apartment	\$469
4	Apartment	\$779	4	House	\$614	4	House	\$774
3	Apartment	\$638	3	House	\$516	3	House	\$621
2	Apartment	\$451	2	Apartment	\$386	2	Apartment	\$417
1	Apartment	\$350				1	Apartment	\$303
2	Flat	\$455	2	Flat	\$414	2	Flat	\$381
1	Flat	\$347	1	Flat	\$268	1	Flat	\$298
2	House	\$516	2	House	\$423	2	House	\$440
1	House	\$396				1	House	\$365
1	Room	\$209	1	Room	\$196	1	Room	\$188

*Rental figures are from the Department of Housing and Building website <http://www.dbh.govt.nz/market-rent> , and are current as at July 31, 2012

**The word flat is a generic term but, in this instance, would refer to a house that has been divided up into separate accommodation (eg. a four bedroom house that has been divided into 2x2 bedroom properties, each with its own access and kitchen and bathroom)

THE COST OF LIVING IN AUCKLAND

Below is a list of some of the costs you can expect to pay on a weekly basis, per person, per week, living in rented accommodation in Auckland. Please note: These costs are approximate, and are as at September 1st, 2012. All prices are quoted in \$NZ.

Accommodation	
(bedroom and share of remainder of house / flat / apartment, with other people)	\$150 - \$225
Power (and maybe gas)	
(based on a 1/3rd share of a 3 bedroom apartment, with an average monthly power account of \$260.00 – note this is averaged on higher use in winter, lower in summer)	\$19.85
Phone & Internet	
(based on a 1/3rd share of a 3 bedroom apartment, with phone rental (not incl: toll calls) and internet access (30GB)	\$6.93
Mobile Phone	
(calls, text and data)	\$11.54
Insurance	
(based on insuring personal items at a value of \$20,000 @ a cost of \$300.00 per annum)	\$5.77
Food	
(food, drink, cleaning items – shared or bought separately in a 3 bedroom flat)	\$100.00
Transport	
(three stage return, 5 days per week)	\$28.00
Entertainment	
(one night out on the town per week)	\$50.00
Total: \$372.09 – \$447.09 per week	

Other expenses to be considered

Basic Grocery Costs	
Milk (1 litre)	\$2.47
Butter (500gm)	\$3.49
Cheese (500gm)	\$10.29
Jam	\$3.39
Eggs (1 doz – free range)	\$6.59
Toilet paper (12 pack)	\$4.79
Soap (1 bar)	\$1.39
Teabags (100 pack)	\$10.29
Bread (grain toast)	\$4.39
Sugar (500gm)	\$1.87
Laundry powder (1kg)	\$7.99
Dishwashing powder (1kg)	\$7.99
Instant coffee (100gms)	\$7.25
Coke (1.5 litre)	\$3.29
Bottled water (750ml)	\$2.79
Energy drink (250ml)	\$2.05
Peanut butter (500gm)	\$5.69
Marmite (400gm)	\$6.49
Cereal (750gm)	\$5.99
Bottle wine (750ml)	\$9 – 18
Beer (12 pack)	\$20.00

Note: Look out for items on special, and buying in bulk will help reduce weekly grocery costs

Eating Out Costs	
Takeaway coffee (flat white, latte)	\$4.00
Big Mac	\$5.00
Pizza (large)	\$10 - \$15
Glass of wine (bar or restaurant)	\$8.00 >
Bottle beer (bar or restaurant)	\$6.00 >
Chinese takeaway	\$12.00
Meat Pie	\$3.00
Medical Visit	\$40 - \$80
Dental Visit	\$100 - \$250
Haircut	\$30 - \$50
Movies (student discount)	\$11 - \$15
Gym Membership (per year)	\$300
Text Books	
Clothing	
Holidays	
Medicine & Beauty products	

For International Students, you can convert these prices on www.xe.com to compare with the cost against those in your own country.

YOUR RIGHTS AND RESPONSIBILITIES AS A TENANT

The Do's and Don'ts to help you know your rights as a tenant in New Zealand.

DO'S

Do pay your rent on time – you may not withhold rent from your landlord, even if you feel the landlord is breaching the tenancy agreement.

Do pay for all charges liable to you as the tenant, including telephone, electricity etc (often water also is payable).

Do ensure you have a copy of the Residential Tenancy Agreement signed by the landlord.

Do advise the landlord immediately if the property has any maintenance issues or damages. If damages are caused by you or your visitors, you must repair these at your expense.

Do complete a thorough inspection of the property with the landlord prior to moving in – take photographs with the date showing for your records.

Do keep the property, including gardens and lawns reasonably clean and tidy.

Do not withhold access from the landlord and their representatives. You must be given 48 hours' notice by the landlord before they inspect the property (the landlord may come onto the section without notice, but must respect your privacy). The landlord must give written notice if the property is going on the market for sale.

DON'TS

Don't disturb the peace, comfort or privacy of other tenants or neighbours.

Don't cover smoke alarms or interfere with smoke alarms (especially within apartments), as these are for the safety of you and ALL other residents.

Don't sublet or transfer your tenancy without the landlord's written consent.

Don't damage or allow damage of the premises, or renovate, change or alter any of the building unless this is permitted and noted within the tenancy agreement by the landlord.

Do allow access for repairs to be carried out. The landlord is to give 24 hours' notice.

Do limit the number of people living at the property to the agreed number on the tenancy agreement.

Do give adequate notice as your tenancy allows. If periodic, 21 days' notice is required; if Fixed Term, no notice can be given till the lease is falling due. Check the details relating to this on your tenancy agreement.

Do ensure you leave the property, including gardens and lawns, reasonably clean and tidy, free of all your belongings, leaving all the landlord's belongings when you vacate.

Do give Accommodation Solutions a call if you have any questions with renting in New Zealand

Don't change the locks during the tenancy without asking the landlord first.

Don't interfere with any plumbing, electrical wiring or other utilities; this is the landlord's responsibility.

Don't pay anyone money or give anyone your bank account details unless you are sure they are the right authorised person.

Don't hesitate to call Accommodation Solutions if you have any questions about renting in New Zealand

BOND

Who - What - Where - When and Why?

Who?

Landlords and agents generally require a bond to be paid by you as the tenant.

What?

Bond is money that a landlord can ask a tenant to pay for rental accommodation – this is not rent and can be the equivalent of two weeks' rent with a maximum of four weeks' rent.

Where?

Either payable to the landlord, agent or Department of Building and Housing (DBH). When you pay your landlord or agent your bond, they should give you a receipt and both you and the landlord should complete and sign a 'Bond Lodgement Form'. This form is to be sent with the payment to the DBH within 23 working days. The DBH will then write to you and the landlord acknowledging it has received your bond. Attached to this letter will be a 'Bond Refund Form'; this form is used for getting your money back at the end of the tenancy after you have moved out. If you do not receive a letter from DBH regarding your bond, phone DBH on 0800 TENANCY (0800 83 62 62) to ask them if they have received it.

When?

The bond along with the rent and agent's fee (if applicable) should be paid immediately upon signing the Residential Tenancy Agreement and Bond Lodgement Form.

When?

When do I get my bond back? At the end, when you have moved out, paid all your rent and cleaned the property. You should inspect the property with the landlord. If you are both happy, you both should complete and sign the 'Bond Refund Form'. Include your bank account as bonds are always paid directly into a New Zealand bank account. The landlord or you can either fax, post or email the form to DBH. Check your account as you should receive the bond refund within three business days.

Why?

Bond is a security or deposit which can be refunded at the end of the tenancy. This payment is held by a government agency. If you damage the property or leave the property in an unreasonably dirty condition. If you do not damage the property, have paid all your rent, and leave the property in a reasonably clean state, the entire bond should be refunded to you without deduction. If you and the landlord disagree on the amount to be refunded, you can apply over the internet to DBH to

have the disagreement Mediated or have a Tribunal hearing arranged through DBH (DBH offer an excellent service. It costs only \$20.44 and is well worth the investment if you are in the right!!)

To learn more about Bonds with Tenancy, DBH has an excellent website -

<http://www.dbh.govt.nz/UserFiles/File/Publications/Tenancy/pdf/all-about-tenancy-bonds.pdf>

To view or print a copy of the Bond Lodgement Form, DBH website -

<http://www.dbh.govt.nz/UserFiles/File/Publications/Tenancy/pdf/bond-lodgement-form.pdf>

To view or print a copy of the Bond Refund Form, DBH website -

<http://www.dbh.govt.nz/UserFiles/File/Publications/Tenancy/pdf/bond-refund-form.pdf>

YOU HAVE THE POWER (AND PHONE AND GAS)

Utilities

Once you have a flat, you'll need to think about power, telephone, water and perhaps gas, if your flat is connected.

If you have never had an account in your name before, be prepared to be asked a lot of questions by each supplier you contact. When you first move in, find the meter box and take a reading (look for a counter with a five or six digit number), so you pay only for power used from the date you move in.

Prices can vary between suppliers of the same type of service, so do your homework, and see who is offering the best deal. When opening an account, it will need to go under one person's name. Some good advice for a shared flat is to put one bill in each flatmate's name – that way if someone does a runner, you won't be left with all of their debts in your name.

When establishing a flat, you will be endeavouring to budget for all costs on a weekly or monthly basis. Some utility costs may be the same each month; some will be different.

Because you won't have had a utilities account before, some providers may charge you a bond. This will be held by the provider until such time as you move from the residence and

close the account. These charges will be included in your first account, so they will be larger than a 'normal' monthly account, so budget for this. Some suppliers will also charge you a connection fee. Again, this will appear on your first account.

Power companies in particular offer a discount (usually 10%) on the total of your monthly bill, if paid by the due date. As students have far better things to do than remember due dates, it may pay to arrange a direct debit, so it is paid on time.

Ensuring you pay your utilities accounts on time will be one of the best ways you can establish a good credit rating, which may not seem so important now, but will be in the future. Failures to pay will ultimately result in disconnection, and additional costs to re-connect.

Power (and Gas)

This will be your first priority – how else will you watch TV? There are a number of power companies supplying the Auckland region; some are listed below. The charge for power is made up of two amounts - a daily charge, which is the same each day, no matter how much power you use, and a usage charge (the amount you are charged for each unit of power you consume). It is the latter charge that will make up the bulk of your power account. Most power companies will also facilitate gas supply if your flat is connected, and will list these charges separately on your power account.

In the summer, your power account is likely to be lower than it is in the winter, when you are operating heaters, electric blankets, clothes dryers, and having longer showers. As you will most likely move into a flat in the summer months, be prepared (and budget) for higher bills in the winter months. It is easy for the cost of your power account in the summer to double or more in the winter months.

Here are 10 ways you can keep your power bill lower.

1. Run heaters on timers, so they turn on a little while before you get home, or before you get up in the morning. This way the house will be warm when you get home, and you won't have turn them on full bore when you get home to warm the place up.
2. Open curtains when the sun is out to warm up the house, and close them before it gets dark, to retain the heat.
3. Turn off lights in rooms that are not in use. Use energy saving light bulbs.
4. Combine small loads of washing with other flatmates' washing, so you're not using the machine many times for small loads.
5. Keep showers short.

6. If you have a dishwasher, wait until you have a full load before running it, or wash by hand.
7. Clothes dryers are very useful in the winter, but are expensive to run. Hang clothes outside when the weather is fine, or buy a cheap drying rack, and place clothes on a covered balcony or enclosed area. Try not to dry inside the house, as this adds to dampness, mould and mildew in the house.
8. If you can afford it, buy a portable dehumidifier. This will remove dampness from the flat, and keep it warmer.
9. Have the Landlord fix any leaky taps, broken seals on fridges, broken or cracked windows and doors that don't close properly.
10. Visit www.energywise.co.nz for more helpful tips.

Many power companies until recently have read meters every second month and provided an estimated reading on alternative months, based on previous usage. If it's too high, check your meter reading and you may be able to get them to reassess the account. If it's too low, put aside some extra money for next month as, when they read the meter you may be in for a shockingly high bill. They may allow you to read your own meter in the intervening months - ask or check out the websites for details. Many suppliers have now moved to monthly reading, which means they read your metre automatically each month.

If you are in an older property, the meter may be inside the flat which, if not automatically read, means an authorised person will need to come inside your flat and read the meter. The power supplier will need to have a key for your flat.

Lastly, look for the fuse box so that, if a fuse blows, you know where to go to fix it, or if there is a problem with the power, you know where to turn the mains off.

Contact Energy

Phone: 0800 80 9000
www.contactenergy.co.nz

Mercury Energy

Phone: 0800 10 18 10
www.mercury.co.nz

Genesis Energy

Phone: 0800 300 400
www.genesisenergy.co.nz

Meridian Energy

Phone: 0800 496 496
www.meridianenergy.co.nz

While you will probably want a telephone line installed, as you and your flat mates will no doubt have mobile phones / iPhones etc..., you may decide you can live without the cost of a phone line. However, if not, here are some providers you can connect with:

Orcon

Phone: 0800 564 687
www.orcon.net.nz

Telecom

Phone: 0800 800 123
www.telecom.co.nz

Vodafone

Phone: 0800 438 448
www.vodafone.co.nz

Phones don't normally come with a flat, so you will need to buy one (or more). In a flat environment it is best to have a portable phone, so your flatmate can cry over a failed romance in their own bedroom, and not on a fixed phone in the lounge room for you all to witness.

You may want to buy a phone that has a built in answer phone, or choose a call minder service with your telephone provider, which means you can check messages from anywhere you are.

You will also need to decide if you are going to allow toll calls. If you don't, you'll need to place a toll block on the line and, if you do, you'll need to ensure you decide how to divide the charges up. One way is to keep a notebook by the phone, so anybody making a toll call can note the date, time and number called.

Internet

Chances are you and your flat mates will have laptops, iPads, iPhones or similar and therefore require Internet access.

Internet providers and options are changing all the time, so keep an eye on the current market. You'll probably want a wireless connection (not dial-up; it isn't 2002 after all). You'll need to decide how much data you and your flatmates will need on a monthly basis when you sign-up. And if you go over your monthly usage, how you want to be notified, and on what basis you want to be supplied with extra data – this can be very expensive. Also, how you deal with a flatmate using far more data than the others. Remember, you can access the Internet at the University.

Below are some Internet providers:

Slingshot

Phone: 0800 89 2000
www.slingshot.co.nz

Telecom

Phone: 0800 225 598
www.telecom.co.nz

Woosh

Phone: 0800 244 844
www.woosh.com

Slingshot

Phone: 0800 892 000
www.slingshot.co.nz

Telstra Clear

Phone: 0508 888 800
www.telstraclear.co.nz

Vodafone

Phone: 0800 438 448
www.vodafone.co.nz

Water

Water charges may or may not be included in your rent. You will need to check this with your Landlord or Property Manager BEFORE you sign your rental agreement. Usually, if the water meter is shared with another property (perhaps a house divided into 2 flats), you should not be responsible for the water used.

Make sure the water meter has been read before you move in, so you're not paying for the previous tenant's usage, and again when you move out, so you are not paying for water used by the new tenants. Watch out for leaks and, if your water bill seems very high, investigate if something is leaking (perhaps outside or under the house).

A STUDENT'S TALE

After a year of living in the Halls one would have thought that you were prepared for the real world. Independent living? No problem! I mean we have all survived without parental help for one year, so how hard would actual flatting be?

For most people finding flatmates is the easy part. Usually they are your friends from the Halls or your classes. But unfortunately, when you start actually living together, it doesn't always go as planned. The most stressful aspect of flatting is when your flatmates have different habits from you that you don't pick up on until you begin living together. Some spend so long in the bathroom that you have to shower at the gym instead, while others never do their dishes and enjoy growing micro-organisms in your fridge. Everyone who has flatted before has probably experienced some annoying habits and the list is endless: live-in boyfriends, loud skypeing at 4am... even worse, flatmates who continuously 'borrow' your shampoo/milk/cleanser and have the nerve to complain when you run out! Apart from learning to be accepting and patient, the biggest lesson here is to pick your flatmates correctly. A lot of these habits you can pick up on if you look carefully before you move in and in the end, if you're going to be living together for at least a year, make sure you will be able to tolerate this behaviour. It is more beneficial for your friendship if you don't think you'll be able to stand them that you simply tell them that you don't think you can flat together, rather than go through with it and have problems down the road.

Even if you have been best friends for years, it might still be desirable to set out the rules in the beginning. Make sure that you have a cleaning roster and a system in place for buying 'flat supplies' - you don't want to be the one paying for all the toilet paper for the whole year. If you don't think you can tolerate live-in boyfriends or friends who never leave, make sure you tell them in the beginning. My flatmate once brought home 6 visiting friends who stayed for a full week near exams

in our small two bedroom apartment and I felt like I was running out of oxygen!

When looking for a flat, it is important to ascertain your needs. Is that wardrobe way too small so that you'll have clothes flowing into the lounge? Does it have all the furniture you need? Can you afford internet and electricity on top of the already crazy Auckland rental prices? Also ensure that all your names are on the contract because sometimes the flatmates you thought were reliable might decide that flatting isn't their thing anymore and just leave. I've heard of horror stories of flatmates deciding half way through that they couldn't afford rent anymore and putting the burden on the others. Make sure that you are legally protected or else a bad reference from a previous landlord will follow you.

Last but not least, flatting is an overall fun experience. If you prepare yourself correctly, you'll have a blast. Remember the times when you were little playing at your best friend's house and how sad you were when you had to leave? Well flatting is like that except you don't have to leave! Its great living with people your age and you'll always have support from them. Whether you want some tips on your essay, a shopping buddy or just someone to talk to after a break up, your flatmates will always be there for you. It is truly your home away from home and part of the uni experience that everyone should at least try. It's just like living in Halls but without all the rules and the people you don't like. I mean, how bad can it be, right?

Tina Xu is studying for a Bachelor of Commerce and Bachelor of Laws (Honours) conjoint.

HOW TO MAKE ENDS MEET

Being responsible for your day to day living for the first time can prove challenging, particularly making ends meet financially.

Before you begin your flatting search, work out how much money you have to spend each week /month. Next work out what your likely costs are going to be (see section on What it costs to live in Auckland). You should always add a little extra for unforeseen emergencies. If you have a surplus (lucky you), if you are in debt before you even start, you need to review what you can and can't live without.

Below are some key points to keep in mind.

- do you know exactly how much you need to spend?
- do some research, talk to family or friends who have already been flatting
- negotiate with providers to get the best deal
- be in control & stay in control
- priorities shape your choices
- consider what you might need to sacrifice
- spend less than you earn
- don't ignore debt and pretend it will go away; it will only get worse
- if you have a credit card (and this is a tough one to manage), TRY to pay it off in full each month. Credit card interest is very high, and accumulates quickly.

If you do find yourself getting into debt, deal with it quickly. You may need to seek assistance from a Budgetary Service, which has experience in this area, and may show you ways that you hadn't considered on how to save.

Credit Cards (how they work)

If your credit card has an 'up to 55 days interest free' period and your statement starts on the first of every month, your bill will be due on the 25th of the next month. Say you make a purchase on January 1st. You will have until February 25th at zero interest. If you were to purchase something on January 20th, you will have 35 days of zero interest, and on January 25th of the month will give you 30 days. If you don't pay the balance on the January statement by the due date, February 25th, not only will you be charged interest on the previous month's purchase (in effect losing the interest free period you could have had, if you had paid on time), but you will begin to be charged interest on the purchases on your February statement from the day you purchased them. Cash Advances accrue interest from the day you take them, until the day you repay them.

Late Payments

If you don't pay your bills on time, you will lose any prompt payment discounts, and you may get charged a late payment fee, or receive disconnection of services and a poor rating against your credit history. If you know you are going to be a few days late in paying, ring the company and let them know this, and advise when you will make payment.

HEALTHY AND AFFORDABLE EATING

Student cooking doesn't have to mean a nightly choice between baked beans or spaghetti on toast. If you can write an essay or negotiate the student loans process, you can follow a recipe. Having an interesting and varied diet is then just about remembering to plan ahead.

If starting university means cooking for yourself for the first time, a little preparation can work wonders.

Eating healthily on a budget

It's all too easy to get into bad eating habits as you get used to combining a hectic student lifestyle with cooking for yourself on a student budget. But eating healthily doesn't have to be an expensive chore if you stick to a few healthy ground rules.

You should aim to get about a third of your daily nutrient requirements at each meal. As a guide, the Ministry of Health says a healthy diet should contain a variety of foods from the four food groups.



(<https://www.health.govt.nz/resource/eating-healthy-adult-new-zealandersng%C4%81-kai-t%C5%8Dtika-ma-te-hunga-pa-keke-o-aotearoa>)

Use these guidelines to help you create healthy meals:

- Around a third of a meal should be made up of fruit and vegetables. Aim for 5 plus servings of fruit and vegetables a day.
- Another third should be starchy foods such as bread, rice, potatoes and pasta - choose wholegrain varieties whenever you can.
- About 3 serves of low fat milk and dairy foods should be included daily.
- Some lean meat, fish, eggs, beans and other non-dairy sources of protein are part of a balanced meal. Aim for 1-2 serves per day.
- Foods and drinks high in fat and/or sugar should be an occasional treat only.

Food shopping on a budget

- Try to do a single big food shop each week. This will prevent your spending extra money in convenience stores and on takeaways.
- If you're flatting with other people try and negotiate a weekly flat budget for food. Shopping and cooking together can be fun and will reduce costs.
- Prevent impulse purchases in the supermarket by making a shopping list and sticking to it.
- Consider buying supermarket own-brand products where they are cheaper than branded goods.
- Keep an eye on use by dates to avoid wasting food. Make sure use by dates for at least some meals last until the end of the week.
- Keep a stock of frozen meals and ingredients in the freezer for those moments when the cupboard is unexpectedly bare.
- Don't automatically buy food for seven days' worth of breakfasts, lunches and dinners. Look at the week ahead and consider how much time you'll be spending at home.
- Buy packed lunch ingredients for cheaper meals on the go.
- Try to avoid buying lunch and snacks at Uni. Take leftover dinners for lunch!

STAPLE ITEMS TO KEEP IN THE CUPBOARD

No matter how well you plan in advance, there'll always be times when you run out of appetising options. Try to keep stocked up on the following long-lasting ingredients that can be used to rustle up quick and tasty meals and drinks.

Cupboard items

teabags	baked beans/spaghetti
coffee	canned tuna
sugar	rice
salt	tinned peas/sweet corn
pepper	potatoes
vinegar	onions
ketchup	tinned fruit
dried pasta	cooking oil
jam/marmalade/honey	mixed herbs, spices
soup(canned/instant)	and seasonings
tinned tomatoes	

Fridge and freezer staples

cheese	frozen lean mince
eggs	frozen loaf of bread/pita
frozen mixed vegetables	bread
frozen chicken breasts	

MORE HEALTHY EATING TIPS

- Establish an eating routine. Start your day the healthy way - by eating breakfast. Try to stick to wholemeal toast or a wholegrain breakfast cereal or porridge. That will support your energy levels and concentration. Research suggests people who eat breakfast tend to be slimmer and have a better attention span.
- Base your main meals around simple things like casseroles, soups and stews.
- Instead of a takeaway meal, have a meal on toast. If you choose wholemeal toast, you can have a very healthy meal. For example, baked beans on toast or scrambled eggs - eggs are an excellent source of iron and lean protein - or tinned tomatoes or tuna on toast. Or try ripe avocado, topped with slices of tomato. Other cheap, healthy and easy main meal options include omelettes, and store cupboard standbys such as tinned salmon or sardines.
- Buy frozen peas or broccoli to add to your meals. Stir fries are also quick and easy to make.
- Try not to overcomplicate your meals. Just because your recipe specifies certain fresh herbs and spices, this doesn't mean you need to buy them all. You can create tasty food with a few basics like chilli powder and dried mixed herbs.
- Keep your kitchenware clean and - if possible - separate from your housemates' pots and pans. That way, you won't have to retrieve your saucepan from the bottom of a pile of dirty dishes in the sink - only to find it caked in somebody else's tomato sauce. If unwashed dishes become a problem in your house, perhaps you can suggest a washing-up rota to your housemates.
- Always make sure you wash your hands before you prepare your food. Separate raw and cooked meats in your fridge. If you're defrosting meat or fish, do it in the fridge and not on the worktop. The temperature in the fridge; it should be below 5°C.
- Be aware of the calorie count in alcohol. Alcohol is liquid calories. Not only can it be bad for your health. It's also bad for your waistline!
- Drink plenty of fluids to keep you properly hydrated - around six to eight glasses a day of non-alcoholic fluid. Carry a bottle with you to lectures to help keep you refreshed when you're on the go. If you're planning a night out, drink responsibly and alternate alcoholic and non-alcoholic drinks.
- During times of great stress, it's easy to let your healthy eating habits slip. The pressure of revision can make cooking feel like a chore you don't need. But, in fact, a healthy diet and regular exercise can give you the energy you need to focus on your studies, as well as give you an important break from the books.

RECIPES (EVEN YOU CAN MAKE THESE!)

Cottage Pie (serves 4)



Ingredients

- | | |
|------------------------------------------|--------------------------------|
| • 500gms beef mince | • 2 tablespoons tomato purée |
| • 2 tablespoons of oil | • 300ml beef stock |
| • 1 onion finely chopped | • 1 teaspoon dried mixed herbs |
| • 1 carrot finely chopped | • Cornflour |
| • 1 cup frozen peas | • Cup grated cheese |
| • 4 large potatoes cut into quarters | • 75gm butter |
| • 450gm tin of chopped tomatoes in juice | • 4 tablespoons of milk |

1. Preheat oven to 180°C on grill
2. Boil the potatoes in water until just tender (about 15 mins). Drain and mash with the butter and milk. Season with salt and pepper to taste.
3. Heat the oil in a large frying pan over medium high heat. Add the onion and carrot and cook over a medium heat until soft. Add the mince and cook to brown (approx. 5 minutes).
4. Add the tinned tomatoes, purée, beef stock, and mixed herbs. Season to taste with salt and pepper. Cover and simmer for 25 minutes, stirring occasionally.
5. Remove from heat. Mixture may need to be thickened a little so it is the consistency of a pie filling. If it does, put two tablespoon of cornflour in a cup and add a little cold water and mix until consistency is creamy not watery. Add to pie filling, stir through, and return to a low heat until thickened.
6. Pour filling into a casserole dish.

7. Drain potatoes; add butter and milk, and mash until creamy and all the lumps have gone. Gently place on top of pie filling and spread evenly over the top with a knife.
8. Sprinkle grated cheese on top, and place in oven slightly below the grill. Grill for approx. 5 mins until cheese has melted and is starting to go slightly brown.
9. Serve with vegetables, such as red cabbage or broad beans.

Risotto (serves 4)



Ingredients

- 2 boneless, skinless chicken breasts cut into bite size pieces
- 4 Tbsp. olive oil
- 1 teaspoon of minced chilli (in a jar from supermarket) optional
- 1/2 tsp. salt
- 1/8 tsp. pepper
- 1 leek, sliced finely
- 2 cups Arborio rice
- 4 cups chicken stock
- 1 cup wine
- 1/2 cup chopped sundried tomatoes
- Cup of peas
- 1 cup grated Parmesan cheese

1. In a small frying pan, add 2 tablespoons of oil, chicken pieces and chilli. Cook for approx. 5 mins, turning regularly until chicken is cooked through. Set aside.
2. In a large pot, add 2 tablespoons of oil. Heat and add sliced leeks. Cook for 2-3 mins until soft.
3. Add rice, and mix with leeks. Add salt and pepper.
4. Slowly add stock, alternately with wine. Add about 1 cup at a time, stirring constantly so rice doesn't stick to base of pan. When all liquid has been absorbed add another cup of liquid and continue.
5. When last cup of liquid has been added, add and stir in chicken, sundried tomatoes and peas.
6. When all the last of the liquid has been absorbed, taste rice to ensure it is cooked. If not, add water and continue cooking until rice is cooked (the rice should have a creamy texture).

7. Add parmesan cheese, stir through and remove from heat.
8. Serve with salad and/or French stick.

For a Vegetarian option, instead of chicken, add peeled cubed pumpkin, cooked slightly in the microwave first, but not cooked through, and add when adding tomatoes and peas. Use vegetable stock instead of chicken stock.

Pasta Puttanesca (serves 4)



Ingredients

- 40ml (2 tablespoons) olive oil
- 2 garlic cloves, chopped
- 1 small red chilli, finely chopped
- 75g pitted green olives, sliced
- 75g pitted black olives, sliced
- 6 semi-dried tomatoes cut into thin strips
- 2 tablespoons salted capers, rinsed
- 425g can diced tomatoes
- 400g spaghetti
- 1/2 cup fresh basil leaves, shredded
- Grated parmesan, to serve

1. Heat oil in a fry pan. Add garlic and chilli and cook over medium heat for 1 minute. Add the olives, semi-dried tomatoes, capers and diced tomatoes and simmer for 20 minutes. Season with pepper. Cook pasta according to packet directions.
2. Drain and return to pan. Add sauce and basil and toss together. Serve sprinkled with parmesan.

Serve with salad and garlic bread.

Pumpkin Soup



Ingredients

- 2 tablespoons of olive oil
- 1 onion, finely chopped
- 1 leek, white part only, finely sliced
- 1 garlic clove, crushed
- 1/2 teaspoon ground coriander
- 1 teaspoon ground cumin
- 1/2 teaspoon freshly grated nutmeg
- 1kg peeled pumpkin, diced
- 1 large potato, peeled, diced
- 1 litre chicken or vegetable stock
- 1/2 cup (125ml) thin cream

1. Heat oil in a large saucepan over low heat, add onion and leek and cook for 2-3 minutes, until softened but not coloured. Add garlic and spices and cook, stirring, for 30 seconds. Add pumpkin, potato and stock and bring to the boil. Turn heat to low, cover and simmer for 30 minutes. Allow to cool slightly, and then blend in batches.
2. Return soup to pan, stir through cream and reheat gently. Season and add a little more nutmeg if desired.

Serve with fresh bread, toast, or toasted sandwiches.

Carrot Cake



Ingredients

- 1 1/2 cups oil (Canola, Sunflower, Bran)
- 2 cups raw sugar
- 4 eggs well beaten.
- 2 1/2 cups wholemeal flour
- 1 teaspoon salt
- 3 cups grated carrot
- 1 cup chopped walnuts
- 3/4 cup raisins or sultanas (optional)
- 2 teaspoons baking soda
- 3/4 cup sifted icing sugar
- 250 grams cream cheese
- 50 grams butter melted
- 1 teaspoon vanilla essence.

1. Preheat oven to 160°C. Grease with butter and line the base and sides of a 24cm cake tin with greaseproof paper.
2. Beat together oil and raw sugar. Add 4 eggs and beat well.
3. In a large bowl mix wholemeal flour, salt, grated carrot, chopped walnuts and raisins or sultanas.
4. Combine the two mixtures, and add baking soda. Bake at 160°C for 1 hour. Test with skewer to ensure cooked through.
5. For the icing, beat together cream cheese and melted butter until smooth. Add icing sugar and vanilla essence. Cover top and sides of cake.

TRANSPORT

There are a number of ways of getting yourself around Auckland City. Auckland has a growing public transport network with a railway network and a bus service that covers the city, while our ferry services provide a more scenic travel option to places like Devonport or Waiheke Island.

Peak travel times for Auckland are, like most other cities, centred around the working week, from Monday to Friday, between 7 and 9am and again from 4 to 6.30pm. We suggest travelling outside these times to make sure you get to where you're going on time and hassle free.

Driving

If you want to drive in to the city, the University has a car park available in the Owen G. Glenn building on the City Campus. It is located underneath The University of Auckland Business School. For further information or to find out about parking at our other campuses, visit www.auckland.ac.nz/parking

For those who are driving on New Zealand roads for the first time, please be careful – road conditions in some part of the country are unique to New Zealand so it pays to be cautious.

We drive on the left-hand side of the road and you will need a valid driver's licence to operate a motor vehicle. You can get licensing information from the Automobile Association of New Zealand (AA), visit www.aa.co.nz

As well as current driver's license, the motor vehicle you are driving must have a current Warrant of Fitness (the vehicle must be inspected every 12 months, if your vehicle is less than six years old and every six months, if the vehicle is more than six years old), and a current motor registration.

Buses

There is an extensive bus network operating across Auckland, with regular frequency during peak times. Many areas have dedicated bus lanes, which allow buses to travel quickly and efficiently, without being affected by other traffic. Park and ride options are available in some suburbs – this is where you are able to park your vehicle in a designated car park and use the bus to commute to and from the city. Visit <http://www.maxx.co.nz/info/how-to-travel/park-and-ride-facilities.aspx> for more information.

Bus fares can be paid for by cash with some bus companies offering a student discount on concession cards for those who use the buses regularly. For the North Star, Waka Pacific, Go West, Metrolink and LINK bus services you can pay by using a HOP card, a smartcard ticketing system. If you are eligible for a student concession this can be loaded onto the card. For more information about HOP cards, visit www.myhop.co.nz

The LINK services are the easiest way to get around Auckland and are simple to use. Just look for the red, green or amber buses. There is no need for a timetable as each service operates on a frequent basis. Simply head to the appropriate bus stop and wait for the right coloured bus. During peak times, LINK services run every 10 to 15 minutes.

For information concerning any bus services, timetable or fares, visit www.maxx.co.nz/

Ferries

Auckland operates a number of ferry services to the North Shore, Eastern Bays and Gulf Island destinations. Most ferries leave from the Ferry Building at the bottom of Queen Street (on Quay Street), Downtown.

For more information on these services, visit:

- www.fullers.co.nz
- www.maxx.co.nz

Trains

Auckland has a small but developing rail network that services the eastern, southern and western suburbs of Auckland. Most trains come into the Britomart Transport Centre - the public transport hub of Auckland. It combines a bus interchange with a railway station in a former Edwardian post office, located at the foot of Queen Street, the main commercial thoroughfare of Auckland CBD, with the main ferry terminal a short two minute walk away.

For fares and time tables – see www.maxx.co.nz

Cycling

Over the last few years, cycling lanes have been added to some of Auckland main roads. Auckland Transport, the central function responsible for transport initiatives in the city, has information about bicycle lanes and cycle ways. Visit its site and click on the 'Moving around' tab – www.aucklandtransport.govt.nz

It is a legal requirement in New Zealand that all cyclists wear cycle helmets.

Taxis

As with most cities, taxis are a more expensive way of transportation, but will easily get you from A to B.

There are number of taxi companies operating in Auckland. All Auckland taxi cabs must display their prices and operate on meters. There is usually a fixed charge for the flag fall and then a distance charge after that. With the traffic holdups in the central part of the city, waiting time can accumulate making the fare more expensive. At night there is an increased charge after certain hours.

Always make sure you know the correct details of your destination, and roughly how to get there before getting in to a cab. If you are unsure, ask the driver roughly what the cost might be. A journey from Auckland Airport to the central CBD should be approximately \$NZ50.00 - \$NZ65.00.

Here are some phone numbers for some of the taxi services that operate in Auckland:

- Auckland Co-op Taxis – 09 300 3000
- Corporate Cabs – 09 379 0773
- Green Cabs – 0508 447 336
- Alert Taxis – 09 309 2000
- Cheap Cabs – 09 621 0505

Airport Services

Bus and taxi services operate from both the domestic and international departure terminals, although no rail services are available. There are a number of shuttle services that can be more cost efficient than catching a taxi. Some examples of shuttle services are listed below:

Airbus Express

A transfer service that operates 24 hours a day, 365 days a year, including public holidays. There are two bus routes between the Airport and the City – one via Mt Eden Road and one via Dominion Road so there are plenty of convenient places where you can catch Airbus. Visit www.airbus.co.nz

Express Shuttle

A door-to-door airport shuttle and minibus provider, offering 24 hour service to and from Auckland International Airport & Auckland Domestic Airport and Auckland City Suburbs. Visit www.expressshuttle.co.nz

Super Shuttle

A service where drivers will pick you up or drop you off at your doorstep, whether it's home, a hotel or the office. They'll even help you with your luggage. Super Shuttles operate to and from Auckland Airport airports 24 hours a day, seven days a week. Visit www.supershuttle.co.nz

LET'S TALK ABOUT SERVICES

Once you have settled into your own place it is a good idea to acquaint yourself with your neighbourhood. Find out the location of the closest:

- **Convenience store/Dairy.** They are great for the little 'just run out of' things that you need at short notice. Not advisable for large purchases as they are more expensive than the supermarket.
- **Supermarket.** This is where you will do the bulk of your shopping; they offer a wider variety and tend to be cheaper than the convenience store. Keep an eye out, depending on which area you live in. One or two of the supermarkets may offer a courtesy bus service.
- **Doctors.** You can make use of the Student Health Centre on campus or you can choose to use a doctor near your home. If you need a doctor, get the contact details of the one closest to you and ask about the consultation fees. In some instances, registering with a specific doctor or clinic entitles you to cheaper consultation fees.
- **Accident & Emergency rooms.** You might never need this service but it better to be prepared. A&E's are for all those non-life-threatening emergencies that pop up from time to time.

Dialling 111

111 is the New Zealand emergency services number if you need fire, police or ambulance services. Depending on the emergency they will dispatch the relevant service/s to assist you. Bear in mind that this is a vital service and is there only for genuine emergencies.

I have no power or water. What now?

- Well – stating the obvious first, have you paid your power bill? If you haven't, this could well be the reason.
- Check the power board to see if the power has tripped at the circuit. Make sure when you move into your flat that you ask your landlord to show you where the power box is and what to do if the power trips.
- The city council advises tenants in advance of any planned water or power maintenance in their area. Normally a leaflet will be left in the mailbox with the details of the date and time.
- If none of the above applies, it is an unplanned outage and you can call (09) 301 0101 (toll free for residential landlines within the Auckland Council boundary). They are ready to help with your enquiries 7 days a week, 24 hours a day.

Student Services

To help you adjust and to offer you added support if needed, the University has the following services:

- Counselling services - call 09 923 7687
- Health services - call 09 923 7681
- Disability services - call 09 623 8899 ext. 48459

For more information visit: <http://www.auckland.ac.nz/uoa/home/for/current-students/cs-student-support-and-services>

Parenting support

We recognise that it can be very stressful to juggle parenthood with the demands of studying so the

University has:

- Early childhood education centres - call 09 623 8867
- Parent Space and parent rooms at the libraries. Also, the AUSA has a Student Parent Resource Officer as the support and advocacy person for student parents <http://www.wpausa.ausa.auckland.ac.nz>

For more information visit: <http://www.auckland.ac.nz/uoa/cs-students-who-are-parents>

Support for International Students

The International Student Information Centre is another place to go when you need information and advice. The friendly team can help you with details about:

- entry requirements and application status
- student visa renewal
- student ID cards
- tuition fees
- international student support
- official letters, e.g., proof of enrolment letter

For more information visit: <http://www.auckland.ac.nz/uoa/home/for/international-students>

Citizens' Advice Bureau

The Citizens' Advice Bureau offers free, confidential, impartial, non-judgemental information, advisory, advocacy, support and referral services to all people in New Zealand across a wide range of topics.

In addition, it hosts other services within its bureau to ensure that its services are more readily accessible to the public. There is a Citizens' Advice Bureau office available on campus on Mondays, Thursdays, Fridays and Saturdays on the First Floor of Auckland Central Library.

Intercampus bus service

For students of the University, the University offers intercampus bus services that run between the City and Tāmaki campuses. If you intend to use the intercampus bus service, please check the timetables carefully, and note that some services do not run during semester breaks.

For more information visit: <http://www.auckland.ac.nz/uoa/pid/lang/en/intercampus-bus>

Facilities and amenities

The University has a wide variety of facilities and amenities conveniently located on campus.

For a full list, see the University of Auckland website: <http://www.auckland.ac.nz/uoa/home/about/the-university/how-university-works/campuses-locations-transport/facilities-amenities>

The University Recreation Centre is located on the city campus and all memberships include access to:

- Group Fitness programme
- Squash courts
- Climbing wall (bouldering only)
- All Health and Fitness facilities and services
- All Sport and Recreation facilities and services

We are here to help you

If you need assistance finding a flat, or hooking up with others looking for flats, our Advisor, Angela Barraclough, is here to help you.

You can apply on our website, just as you would for University Accommodation, by going to www.accommodation.auckland.ac.nz/uoa/ and click on Apply now for accommodation. When you get to the section on Preferences, select Private, and complete the information.

Alternatively, you may want to come in and speak to Angela. To make an appointment, simply e-mail advisoryaccom@auckland.ac.nz, and let us know what times would be suitable for you.

We also host flatting seminars in late September, which provide valuable information about all aspects of flatting. Contact us for dates and locations.



LANGUAGES

Official Languages

English and Maori are the official languages of New Zealand. Maori became an official language in 1987. In April 2006, New Zealand became the first country to declare sign language an official language, alongside Maori and English. New Zealand Sign Language or NZSL is the main language of the deaf community in New Zealand.

Māori

The Maori alphabet is restricted to fifteen letters - h, k, m, n, p, r, t, w, a, e, i, o, u, wh, and ng. Every syllable ends in a vowel, and the quantity of the vowels may vary, so changing the meaning of a word.

In general, with reference to English as spoken in New Zealand Māori

A is pronounced as in "rather"

E is pronounced as in "ten"

I is pronounced as in the "ee" in "seen"

O is pronounced as in the "oa" in "board"

U is pronounced as in the "oo" in "bloom"

When two vowels come together, each is given its proper sound: e.g. Aotea is pronounced "A-o-te-a". (Longer Maori names are occasionally hyphenated to assist with pronunciation.)

WH is usually pronounced as f, although the correct sound has been likened to an f but without the top teeth touching the lower lip. This varied by region and the universal use of the 'f' pronunciation is a manifestation of political correctness rather than historical validity.

Commonly used Maori words include:

Haere mai	Welcome
Haere ra	Goodbye
Iwi	Tribal people
Kai	Food
Kia Ora	Maori greeting
Pakeha	The Maori word for white people
Reo	Language
Tapu	Sacred
Wānanga	University
Whānau	Family

Other Languages

New Zealand has a rich and diverse ethnic population. As a result, many languages are spoken. These include Cantonese, Mandarin, Hindi, Korean, Samoan, Tongan, Afrikaans & German, along with many others.

DOES YOUR FLAT TICK ALL THE BOXES? (A CHECKLIST FOR FLATTING)

- 1

Finding a flat
- 1.1

Have you considered what area you want to live in?
- 1.2

Have you checked the area for burglary & safety? Does the property have an alarm?
- 1.3

Do you know how many people you want to live with?
- 1.4

Have you printed off a Flatmate agreement?
- 1.5

Are you sure what type of flat you want (house, apartment)?
- 1.6

Have you looked at a number of places so you have a comparison?
- 1.7

Do you know what you can afford to spend on rent?
- 1.8

Do you know how you will travel to University?
- 1.9

How long do you want the flat for?
- 2

Once you have found a flat
- 2.1

Have you found flatmates you think you can live with to share the flat?
- 2.2

Have you checked the flat thoroughly to see it meets all your requirements?
- 2.3

If there are any problems with the flat, have you discussed with the Property Manager or Landlord having these fixed BEFORE you move in?
- 2.4

Does the property include washer, dryer, & fridge?
- 2.5

Has the property got sufficient heating for costs?
- 2.6

Can you see adequate ventilation of bathroom and bedrooms – opening windows, expel air?
- 2.7

Check the property has working smoke alarms. Have you arranged with the landlord to install or replace them before you move in?
- 2.8

Can you see mould on the ceilings, corners, & walls? Ask the landlord if the property attracts mould?
- 2.9

If the property has a fireplace, have you checked this has been swept in the last 12 months?
- 2.10

Have you checked what the weekly rent includes (water, gardening, use of a garage)?
- 2.11

If you are responsible for the gardening and lawns, have you got access to a lawn mower? Or will you pay someone to do this?
- 2.12

Have you paid your bond, and signed a Bond Lodgment Form, signed by you and the owner / Property Manager? Have you reviewed the Tenancy Agreement before you have signed it, to make sure you understand it? (If in doubt, ask a parent or somebody who has been flatting to check, or bring it in to the Accommodation Solutions Team at the University of Auckland.)
- 2.13

Between you and your flatmates, have you decided how the rent will be divided (i.e. If one bedroom is smaller, will that person pay less?)
- 2.14

Is there sufficient money to pay bond and rent in advance, and to establish utility services (phone, internet, power)?
- 2.15

Have you decided to sign the Tenancy Agreement in one person's name or as a joint tenancy?
- 2.16

Have you worked out the process for finding a new flatmate, if one person decides to leave the flat?
- 2.17

Will you allow couples, and if so, have you decided how the division of costs will work?
- 3

Once you have moved into the flat
- 3.1

Have you all signed the Tenancy Agreement or Flat Mate Agreement?
- 3.2

Have you designed the cleaning, shopping, cooking roster?
- 3.3

What day is rubbish day? What day is rubbish with recycling day?
- 3.4

HAVE FUN! – AND WORK HARD!!
- 3.5

0800 TENANCY (0800 83 62 62) <http://www.dbh.govt.nz/tenancy-index>

27 STEPS TO GETTING YOUR BOND BACK (VACATING - CHECKLIST)

- Inside

Pay the rent up to and including the Vacate Date – if unsure how to calculate this, ask the landlord for help.
Remove all your personal and flatmates furniture and remove all rubbish.
Leave all chattels and fixtures belonging to the house, including telephones if any.
Replace all blown light bulbs.
Repair all damages caused by you, your flat mates, your family or visitors.
Clean the sink and kitchen bench.
Clean the oven, stove & warmer drawer, inside and out, under the elements if applicable.
If fridge/freezer supplied, clean inside, outside, and underneath – melt ice/defrost if built up.
Clean range hood and removable mesh covers, replace range hood filter if necessary.
Clean all cupboards and drawers inside and out.
Clean the bathtub, shower, basin and toilet (remember to scrub off any soap build up) Shower Power and Exit Mould are excellent products (however, ventilate room well while using).
Clean the walls, ceiling and paintwork, including skirting boards (especially in the kitchen and bathroom).
Clean all windows and window frames.
Wash all net curtains and shower curtain and rehang, dust blinds with damp cloth.
Remove all cobwebs.
Sweep and mop all washable floors.
If the carpets are dirty and not in a 'reasonable' state of cleanliness at vacate date you may be required to have them commercially cleaned at your own cost.
Clean out fireplace (if applicable) – remove ash and clean the area well.
- Outside

Mow the lawns.
Weed the gardens.
Remove all rubbish from the garden, garage, shed and yard.
Remove grass clippings and prunings.
Remove dog faeces and bones (if applicable), and fill in any holes created by your dog.
Trim any hedges.
Sweep the paths.
- Lastly

Lock up when you have finished and return keys immediately – you can be charged rent right up to the day that all keys are returned.
Meet the landlord on vacate date (or as soon as practicable), to ensure they have completed the property inspection and are happy in all respects with the condition of the property. Try to resolve any issues immediately – remember if you have left the property damaged, or not in a 'reasonable' state of cleanliness, you may be charged for commercial cleaning and have this deducted from your bond, or charged additional costs.
- IMPORTANT REMINDERS

• Power – Meter must be read and the final account paid or sent to your new address

• Gas – If you have gas appliances arrange final readings similar to power

• Water – If water is payable, ensure you have made a final reading and advised landlord for final accounts and pay accordingly (water company may be arranged to complete a final reading for at your own expense)

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