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| Title | **Complete a rental appraisal report for a residential property** | | |
| Level | **4** | **Credits** | **3** |

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| Purpose | This unit standard is for people who operate in residential tenancy and property management.  People credited with this unit standard are able to:  – conduct inspection of a property and assess maintenance, presentation improvements, and rent levels; and  – communicate with a landlord and produce a rental appraisal report for a property. |

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| Classification | Real Estate > Residential and Commercial Property Management |

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| Available grade | Achieved |

**Guidance information**

1 Legislation

Building Act 2004

Consumer Guarantees Act 1993;

Fair Trading Act 1986;

Financial Transactions Reporting Act 1996;

Goods and Services Tax Act 1985;

Healthy Homes Guarantees Act 2017;

Health and Safety at Work Act 2015;

Privacy Act 1993;

Real Estate Agents Act 2008;

Residential Tenancies Act 1986;

Resource Management Act 1991;

Unit Titles Act 2010;

and all subsequent amendments and replacements.

2 Definitions

*Established industry methodology* includes but is not limited to – Comparative Market Appraisal, Comparative Market Analysis, Current Market Analysis.

*Industry requirements* mean all actions must comply with relevant professional body standards, legislation, codes of professional conduct and client care, and approved guides. Legislation is available from <http://www.legislation.govt.nz> and codes of professional conduct and client care, and approved guides are available from <http://www.reaa.govt.nz>;

*Landlord* refers to the interpretation as defined in the Residential Tenancies Act 1986.

*Local Authority bylaws* mean a rule or regulation made by a Local Authority authorised to do so under the Local Government Act 2002. Some other Acts also empower Local Authorities to make bylaws on specific topics.

*Organisational practice* refers to an organisation’s routine to conduct a particular function.

*Rental appraisal* is estimating the market rental of a property.

3 Assessment

a Assessment against practical aspects in this unit standard must be based on evidence of demonstrated performance in the workplace or in simulated workplace situations designed to draw upon similar performance that is required in the workplace.

b Evidence is required for two different residential property types, which may include but are not limited to – apartments, flats, houses, townhouses.

**Outcomes and performance criteria**

**Outcome 1**

Conduct inspection of a property and assess maintenance, presentation improvements, and rent levels.

**Performance criteria**

1.1 Assess property for maintenance and compliance for rental purposes in terms of relevant legislation and local authority bylaws.

Range Residential Tenancies Act 1986, Health and Safety at Work Act 2015, Building Act 2004, local authority bylaws.

1.2 Assess a property for presentation improvements to use in marketing purposes in accordance with organisational practice.

1.3 Research rent level from multiple sources keeping within established industry methodology.

Range includes but is not limited to – property type, comparative market rents, location, amenities, condition of the property.

**Outcome 2**

Communicate with a landlord and produce a rental appraisal report for a property.

**Performance criteria**

2.1 Provide written communication regarding maintenance and presentation requirements to a landlord in accordance with the Residential Tenancies Act 1986 and other relevant legislation.

Range includes but are not limited to – Health and Safety at Work Act 2015, Building Act 2004.

2.2 Produce a detailed rental appraisal report in accordance with organisational practice.

Range includes but are not limited to – comparison of two other similar properties, description of property, rental level range, appraisal disclaimer.

2.3 Explain different financial terms as it relates to the rental appraisal report.

Range may include but is not limited to – rental yield, management fee, disclaimer.

2.4 Explain potential implications of misrepresentation of the property in a completed rental appraisal report.

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| Planned review date | 31 December 2026 |

**Status information and last date for assessment for superseded versions**

| Process | Version | Date | Last Date for Assessment |
| --- | --- | --- | --- |
| Registration | 1 | 19 July 2012 | 31 December 2018 |
| Review | 2 | 20 October 2016 | N/A |
| Review | 3 |  | N/A |

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| Consent and Moderation Requirements (CMR) reference | 0003 |

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

**Comments on this unit standard**

Please contact The Skills Organisation [reviewcomments@skills.org.nz](mailto:reviewcomments@skills.org.nz)if you wish to suggest changes to the content of this unit standard.