

- **Applications Will Not Be Processed Unless All Information Is Supplied**
- **Each applicant must complete a SEPARATE APPLICATION FORM**

The property will not be held for you until the application has been approved and the first week rent has been paid to our office in cleared funds.

100 Point Check:

Should you be unable to meet the 100 point check please speak with our property management team.

Please see below point check list:

Mandatory Documents & Checklist

- | | |
|---|------------------|
| <input type="checkbox"/> Photocopies of either Passport, Drivers License or Photo ID | 40 Points |
| <input type="checkbox"/> Rental ledger, last 4 rent receipts or proof of last 4 mortgage payments | 10 Points |
| <input type="checkbox"/> Proof of income (last 3 slips/payslips or Centrelink letter) | 10 Points |
| <input type="checkbox"/> Copy of the bank statement for the last 3 months | 10 Points |
| <input type="checkbox"/> Minimum of 2 references from previous landlords or Real Estate Agents | 10 Points |
| <input type="checkbox"/> Bank Statement (last 60 days) | 10 Points |
| <input type="checkbox"/> Read & signed the Important Information and Tenancy Declaration | 10 Points |

PLEASE NOTE THAT APPLICATIONS ARE NOT ACCEPTED IF INCOMPLETE

Only submit your application if all of the above check boxed have been ticked off. Only tick the boxes if you have completed and attached all necessary photocopied paperwork etc.

PLEASE NOTE: OUR OFFICE IS UNDER NO OBLIGATION TO DISCLOSE ANY REASONS WHY YOUR APPLICATION IS NOT SUCCESSFUL.