

Your Logo and Customised Banner

## Tenancy Application Guide

This guide is designed for your convenience and allows a quick and easy way to apply for the rental property of your choice.

**Your property management contact:** PROPERTY MANAGER

Phone: 02 9743 1800 Mobile: 0411 111 111

**Property address:** 123 SAMPLE STREET

**Suburb:** SYDNEY

**State:** NSW

**Postcode:** 2000

**Rent per week:** \$700.00

**Bond amount:** \$2800.00

**Preferred payment:** MONTHLY

### Online application details:

Web link: [www.applyreply.com.au/yourrealty](http://www.applyreply.com.au/yourrealty)

All the information can be entered by you.

Agency code: **yourrealty**

Property reference: **123SAMP**

Viewing code: **UNIQUE2U**

Send you Applicants here

### Application Process:

Please make sure you have inspected the property thoroughly before forwarding any application for this property.

If you are interested in applying for this property, you can hand in a completed application form to our agency or submit your application online.

Processing your application online is simple. Use the link provided above which will direct you to our online application form system. Once on the homepage use the agency code provided to start your online application.

### PROOF OF IDENTIFICATION IS REQUIRED FOR EACH APPLICANT:

Prior to any Tenancy Application being considered each applicant is required to produce sufficient identification which totals 100 points. Should you have difficulties in providing this identification please advise us prior to completing.

At least one item marked with an asterisk MUST be supplied for each applicant

### Identification (at least 100 points must be provided):

- Drivers licence (30 points) \*
- Proof of age card (30 points) \*
- Passport (30 points) \*
- Tenancy history ledger (20 points)
- Previous tenancy agreement (20 points)
- Previous four rent receipts (20 points)
- Rental bond receipts (20 points)
- Bank or credit card statement (15 points)
- Pay advice (15 points)
- Motor vehicle registration (15 points)
- Telephone account statement (15 points)
- Gas account statement (15 points)
- Council or water rates (15 points)
- Electricity account statement (15 points)
- Birth Certificate (10 points)
- Health care card (10 points)
- Medicare card (10 points)
- Pension card (10 points)

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