

## RENTAL APPLICATION FORM

**Property Address:** \_\_\_\_\_

To ensure we can begin processing your application without delay, we require the below documents and information. Your application CANNOT be processed until all requested information and documents are received.

### IDENTIFICATION & DOCUMENTS REQUIRED

#### ONE form of Photo Identification:

- *Current Driver's Licence*
- *Current Passport*
- *Student ID / Proof of Age Card*

#### ONE form of other Identification:

- *Medicare Card*
- *Bank Card*
- *Pension / Health Care Card*
- *Student Card*

#### ONE document showing your name and address:

- *Bank Statement*
- *Vehicle Registration*
- *Current Utility Account*

#### Provide a copy of ONE of the following:

- *TWO copies of your most recent payslips*
- *If applicable, a copy of your most recent Centrelink Statement*
- *If self-employed, a copy of your most recent tax return*

**PROCESSING:** When completed correctly, with all supporting documents attached we will endeavour to process your application within two business days.

**DEPOSIT:** No deposit is required to submit your application, however if it is accepted, you will be required to pay a minimum of 1 week's rent within 24 hours to secure the property.

**Hand Delivered:** Monday - Friday by 4.30pm at 966 Albany Highway, East Victoria Park

**Emailed:** [reception@empireestateagents.com](mailto:reception@empireestateagents.com)