

Renting with **Maxi Realty**-Tenant Application Information

Please find attached a Tenancy Application form and some rental information:

1. Applicants must inspect the inside of the property prior to apply for the property. If you are unable to view the property, please send your representative.
2. All applicants are **OVER 18 YEARS OF AGE WHO WILL BE LIVING AT THE PROPERTY IS REQUIRED TO COMPLETE A TENANCY APPLICATION FORM.**
3. Before we process your application, we require a minimum of 100 points of ID (Please refer to below), together with all supporting documents and Reiva Residential Tenancy Application Form.
4. As your application is a high priority, you will be contacted at the earliest opportunity and advised of the outcome. Our office will endeavour to have an answer to you within 3 business days provided we are able to contact all your references. This application is subject to the owners approval. We will notify you as soon as we receive the owners instructions.
5. If you are the successful applicant, you are require to pay **TWO WEEKS RENT AND FOUR WEEKS BOND** into **Maxi Realty Reba Trust Account Rental** **WITHIN 24 hours of acceptance, to secure the property. If the onwer has approved for pet(s) to be at the property, an additional \$260 pet bond will need to be paid for fumigation at the end of the lease.**
6. This payment will need to be transferred electronically into our trust account. The details are: A/c Name- **Maxi Realty Reba Trust Account Rental**
Ref: Your surname/Property address
Account details will be provided once your application is approved
7. Should the application be unsuccessful, you will be notified via sms without explanation. It is at the owner's discretion.

100 Points of ID For Applicants

<input type="checkbox"/> Current Driver's License	40 points
<input type="checkbox"/> Current Passport	40 points
<input type="checkbox"/> 3 most recent Wage Advice/Pay Slips	20 points
<input type="checkbox"/> 3 months Bank Statement	20 points
<input type="checkbox"/> Birth Certificate	10 points
<input type="checkbox"/> Student Photo ID(Issued by an Australian tertiary education institution)	10 points
<input type="checkbox"/> Last 3 Rental Receipts	10 points
<input type="checkbox"/> Medicare/Private Health Care Card	10 points
<input type="checkbox"/> Current Car Registration	10 points

If you are self employed, you are required to supply proof of your income upon submission of your application.

- Bank Statements from the past 3 months
- Group Certificate/Tax Returns from the past 2 years

Please make sure the application is fully completed & signed by all applicants to avoid delays in processing your application. Please email all applications to:

E: agneslee@maxirealty.com.au

We thank you for your time and effort to fill in the form. From Property Management Team