

RAY WHITE CHELTENHAM

RENTAL APPLICATION PROCESS



Received a text from our office advising “incomplete app”?

Applications WILL NOT be processed unless they are complete, so it's important to check below and ascertain why you have received the above text..

Here's some tips to help you troubleshoot as to why...

Lack of identification..

Have you attached all of the required ID? 100 points of ID is required for each applicant. Verification of current address is also required. Some options of what you can include are:
Photo ID – Drivers License or Passport
Working with Children Card
Medicare Card
Utilities bill (to verify address)

Not enough forms submitted..

Have you submitted an application for every person over 18, who will live on the property?

An application is required for every person over 18. If you have only recently turned 18 this is a good way to gain a rental history and future reference.

Income verification lacking..

A minimum of two recent payslips or a current Centrelink statement is required for all applicants over 18.

You may also want to include your bank statement to demonstrate savings (please blank out any personal information)

If you are self-employed your latest tax return and contact details for your accountant are required.

Have not attended the property..

To ensure you are signing a lease for a property you want to live in, we require you to have inspected it.

Please call us to discuss your needs – we do understand it can be tough when you are relocating from interstate or overseas.

If you have rented via an agency in the past you can opt to attach a copy of your tenancy ledger (payment history) to strengthen your application and speed up processing time.

Please call us on 9584 8288 should you need any further assistance. We are happy to help.