

RENTAL APPLICATION

To assist you with your application please provide the following information and documentation. The process of your application will be delayed unless all necessary documents are provided. Please ensure you have these copied and attached to your tenancy application.

IDENTIFICATION

Provide two forms of colour copies for Photo Identification

- Current Drivers Licence OR
- Current Passport OR
- Student ID / Proof of age card

Provide two forms of the below if the above is not supplied

- Birth Certificate
- Medicare Card
- Health Care Card
- Bank Card
- Pension Card
- Motor vehicle registration
- Utility account (gas, electricity, water, phone)
- Bank Statement

PROOF OF INCOME

- Copy of last two payslips
- If applicable copy of Centrelink statement
- If self-employed copy of most recent tax return

PROOF OF RESIDENCY (if not Australian resident)

- Copy of visa

REFERENCES: Please note references from real estate agents, private landlords, employers/managers are the strongest form of references – personal references such as head tenants (share house), friends and family members may be considered weak references.

DEPOSIT: No deposit is required to submit your application however once your application is accepted you have 24 hours to pay one weeks rent as a holding deposit. If you withdraw your application after this time you will forfeit this amount.

PROCESSING: When completed correctly (with all relevant information attached) your application should be processed within two business days. Whilst we make every effort to finish processing within this time, delays are inevitable. Please be patient.

Applications can be emailed to rentals@micasaproperty.com or dropped off to our North Perth or North Fremantle offices (please phone ahead to ensure the office is open):

46B Angove St North Perth
11/210 Queen Victoria St North Fremantle

Should you have any questions regarding your application please contact us on 08 9339 7079.

