



PURE LEASING CENTRAL RENTAL APPLICATION

When applying for one of our rental properties please take careful note of the following important requirements

- **DETAIL:** Please complete the application in as much detail as possible. Supplying correct names and referees, current contact numbers and any alternative numbers will assist us with prompt processing of your application.
- **IDENTIFICATION:** Please supply us with 100 point of ID. If you are unable to make copies, please bring the originals with you into our office and we will assist you in making copies. Please find on the second page of this document information on providing 100 Points of ID.
- **DEPOSIT:** We do not ask for an option fee unless the rent exceeds \$1,200.00 per week; then an amount of \$1200 is required with your application. Please discuss this with us prior to payment.
- **PROOF OF INCOME:** Please include 3 copies of recent pay slips and bank statements to verify your income. This will speed up the processing of your application, as most financial institutions/employers are not authorised to give out these details. Your details/documents will be kept strictly confidential and will become the property of Pure Leasing Central, unless otherwise requested.
- **PROCESSING:** When completed correctly (with relevant documentation attached) your application should be processed within 24 hours. Whilst we make every effort to finish processing within this time, delays are inevitable. We appreciate your patience
- **IF ACCEPTED:** Once the application is accepted we do require you to sign the tenancy documents within 24 hours. The lease agreement will outline the move-in costs of the security bond and upfront rent.

BOND - equal to 4 weeks' rent

RENT IN ADVANCE - equal to 2 weeks' rent

The above amounts must be paid in full via EFT in accordance with the timing requirements outlined in the lease agreement.

Should you require information regarding your application please contact our office on 9388 3111 and we will be happy to assist you.



How to obtain 100 points of identification

Primary Document	Birth Certificate or Extract Citizenship Certificate International Travel Document Current passport Expired passport which has not been cancelled and was current in the preceding two years	70 Points
Name of person verified from one of the following (but only where photograph or signature can be matched)	Licence or permit issued by the Commonwealth, State or Territory (eg Australian Driver's Licence) Identification card issued to a public employee Identification card issued by the Commonwealth, State or Territory as evidence of the person's entitlement to financial benefit Identification card issued to a student at a tertiary education institution	40 Points for the first document in this category 25 Points for additional document/s from this category
Name and address of person verified from any of the following	A current employer, or a previous employer within the last two years A rating authority (eg land rates) Credit Reference Association of Australia (subject to the Privacy Act 1988) Land Titles Office Records	35 Points
Name, address and telephone number verified	By reference to the latest telephone directory published by Telstra or by advice provided by Telstra By telephone contact with the signatory on that telephone number	25 Points
Name of person verified from any other secondary identification document	Eg marriage certificate (for maiden name only), credit card, council rates, telephone account, foreign driver's licence, Medicare card, etc. <i>Note: more than one document may be counted, but points scored from a particular source may be counted only once. Eg if MasterCard and Visa Card issued from same financial institution, only one may be counted.</i>	25 Points