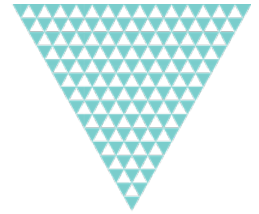




P: 02 9763 1126
F: 02 9763 2869
E: info@acsrealty.com.au
A: Suite 503, 580 George St
Sydney 2000 NSW



Tenancy Application Information Sheet

The premises are offered to you in the condition as you inspected. Our Property Manager has been instructed that all undertakings for work to be carried out must be in writing.

Supporting Documentation

Copies of the following documents must be submitted for each person with your application. Should these documents not be submitted, your application will not be accepted:

1. **Tenancy ledger from current Real Estate Agency**
2. **Copy of Drivers License and Passport**
3. **Current bank statement**
4. **Last 2 pay slips from current employee**

If you fax/email above documents in, we need to sight the original documents when you come in to sign the Tenancy Agreement.

Holding Deposit

To secure the property and take it off the market for 7 business days, you must provide:

Holding Deposit equivalent to one week's rent. If the applicant subsequently withdraws their application, the holding deposit will be retained by the Agent.

Successful Application

If your application is successful, you will need to complete and sign a Residential Tenancy Agreement/Lease. You must provide the following when signing the Residential Tenancy Agreement/Lease:

1. **Two weeks rent in advance**
2. **Rental Bond – 4 (four) weeks rent**

*Bank Cheque, Australia Post Money Order or Electronic Funds Transfer (EFT) is acceptable. If using EFT payment, please transfer to the following details:

Bank: CBA
BSB: 062 010
Account No: 1124 7616
Account Name: ACS Rental Trust

Please allow 3 days clearance of payment. No personal cheques or cash payments are acceptable.

