



## VILLAGE GATE WEST

### READY TO APPLY?

#### WHAT'S REQUIRED

We want to ensure that the rental process is as easy as possible and to do this we require certain information for our application approval process. To help speed up this process please have the following information with you when you visit the rental centre.

#### EMPLOYMENT VERIFICATION

In order to verify your employment we require ONE of the following;

- a letter of employment on company letter head
- your most recent pay stub

#### LANDLORD REFERENCE FOR THE LAST 3 YEARS

Please have the name and telephone number of your landlord so we can call for a reference.

#### CREDIT CHECK

We will need to do a credit check. We ask that you provide your social insurance number for accurate identification.

#### RENTAL PAYMENT

When renting an apartment we require payment of last month's rent on the day you rent the apartment.

We offer our residents the convenience of paying their monthly rent with either our PAP program, Interac or with post-dated cheques.

If your move in date is within 15 days of renting the apartment we will require a certified cheque, money order, or Interac for payment of your last month's rent.

If you have any concerns or questions one of our rental consultants would be happy to discuss other options.