

OSGOODE PROPERTIES LTD.

REQUIREMENTS TO GO WITH SIGNED APPLICATION FORM:

- **LAST MONTH'S RENT** -- must be paid by certified cheque, money order or Interac payment only. If parking is required, we also require the Last Month's Rent deposit on the parking **and** security key deposit.
- **IF YOU REQUIRE PARKING** – we require-- (1) copy of your driver's licence, (2) copy of your vehicle ownership, and (3) copy of vehicle insurance.
- **PROOF OF INCOME:** -- We require your most recent pay stub **AND/OR** letter from employer on Company Letterhead, which must indicate your annual salary.
- **PICTURE ID** (A valid Drivers Licence, etc.) One additional piece of identification with your birthdate.
- **INSURANCE:** -- Once your application is approved, we require tenants to obtain insurance. We will **not** release keys to a unit unless we have a copy of the insurance policy and policy number, indicating the address you are going to reside in.
- **FIRST MONTH'S RENT** – Your first months rent, including parking (if applicable), is required at the time of lease signing.