**BONA PROPERTIES RENTAL APPLICATION CHECKLIST**

**THE BONA VISTA APARTMENTS**

Please submit your completed application accompanied by the following documents:

1) **Certified Cheque, Bank Draft, Money Order or debit transaction made payable to the Bona Vista Apartments in the amount of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

2) **A photocopy of personal identification (choose one):**

* Driver’s license
* Passport
* Citizenship Card
* Employee Card

\*\* **NOT ACCEPTED - Health card**

3) **Proof of finances (choose one):**

* Letter of employment- start date, wage/salary, signature, date, contact information on company letter head
* Letter of financial responsibility from parents- signed and dated
* Proof of scholarships
* Proof of pension benefits

**\*\*NOT ACCEPTED - Loan documents, bank statements, or pay stubs**

4) **STUDENTS ONLY- Proof of enrollment in post-secondary school (choose one):**

* Photocopy of acceptance letter
* Document which states your name, student number, and student status, printed out from your institution’s official online registration/administrative system
* **NOTE- International students must also provide a copy of their student visa**

**Extra Notes:**

* Present and past Landlord(s) name and phone number(s) must be on the application- if living with family please write the address and indicate “family” as the landlord
* If your past address was an apartment you must list both the unit number and street address
* Personal references **CANNOT** be family members

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED!**