



WHAT'S REQUIRED TO APPLY

Dear Prospective Resident,

We would like to take this opportunity to thank you for applying for a suite in one of our KG Group Communities.

We want to make the rental process as easy as possible for you. Please make sure the following information is included with your application.

Employment and/or Income Verification

- Full-time: Letter or offer of employment on company letterhead stating your position, annual salary and length of employment
- Self-Employed: Copy of your Notice of Assessment for the most recent filing year
- Retired: Proof of pensions and/or other income earned

Bank Reference Form

A bank form is required in order to ensure there is no history of any returned cheques. Further, if you have any loans, lines of credit and/or credit cards that you make your monthly payments in a timely manner.

Landlord Reference

Please have the name and contact information of your current landlord available so we can contact the landlord for a reference.

Background Consumer Check

We will need to do a credit check. Although not mandatory, providing your social insurance number for accurate identification will expedite this process.

Rental Deposit

Upon signing your lease for your new apartment, we require a rental deposit in the form of a certified cheque, debit card payment or money order.

Paying Your Monthly Rent

We offer you the convenience of paying your monthly rent through a number of options that fit your lifestyle. Your monthly rental payments can be made in the KG Management Office by personal cheques which can be postdated, certified cheque, bank draft, money order, or debit card. We also accept VISA, Mastercard, and pre-authorized payments from your bank account through our online payment portal, Rent Café.

We are very excited that you are applying to be a resident with us in one of our KG Group communities. We look very forward to seeing you soon.

If you have any comments or questions, please do not hesitate to contact your Leasing Consultant.