



## NEW IN TOWN EXECUTIVE RELOCATIONS

### Home Search – How It Works

On receipt of the signed service agreement, we will forward essential documentation and gather information from you so that our consultants are able to source new properties within your area and budget. This includes a *Home Search Wish List*.

1. We source new properties and forward any that we feel are suitable and meet your requirements. Our consultants have an excellent rapport with many of Perth's property managers. We receive private and on-line listings from property managers on a daily basis, often prior to them being advertised.
2. Once you have chosen the properties that you would like us to view on your behalf, we make appointments to view those properties with a leasing agent.
3. On inspection of the properties, we take additional photographs that may not be included in the property listing. If required, we can take a short video to assist you with your decision.
4. We will give you an unbiased opinion on the property. If we feel that the property is suitable, we will recommend that you submit an application.
5. Once you have agreed, we are able to liaise with the property manager, submit the application on your behalf and negotiate the terms and conditions of the lease.
6. The processing time can vary and is usually dependant on the availability of your referees. It could take as little as 1 day or up to a week to receive a decision on any application. Ultimately, it is the property owner's decision whether or not the application will be accepted. If you are the successful applicant, the agent will advise us and commence preparation of the lease agreement. The real estate agent will provide you with direct banking details and you will be required to pay two weeks rent + two weeks bond to secure the property with the agency.
7. If you are unsuccessful, we continue to view other suitable properties on your behalf.

### Home Search – Essential Documentation

#### *Home Search Wish List*

The home search wish list provides us with essential information including your specified budget, location and property requirements.

#### *Guide to completing a lease in Perth WA*

We encourage you to read the step by step guide provided as it provides useful tips when completing the application form.

***What we need from you***

We will ask you to provide 100 points of identification including photo identification, proof of income or savings, visas, working contracts and any further documentation to support your lease application.

***REIWA application form.***

You will be asked to complete a Real Estate Institute of WA (REIWA) “Offer of option to lease a Residential Premises” so that we are prepared to apply for any suitable property. (further details are provided in the guide to completing a lease in Perth WA).

***Perth’s median Rentals suburb data***

This is a guide for median rental prices for some of Perth’s more popular suburbs.

***100 Point Identification checklist***

We will forward a checklist outlining what will be required to confirm your identity including one piece of photo ID.

***Utilities application form***

New In Town will arrange free connection of your utilities once you have secured a rental property. The form may be completed and submitted on line at <http://www.newintown.com.au/free-utilities-connections/>



“New In Town are here for you,  
every step of the way.”