



Check List of Required Documents for Tenant Applications:

Local Canadians working Full/Part-time

- Government issued ID (driver's license, passport, and or citizenship/photo ID card)
- Credit report
- Proof of income via (2 most recent pay stub(s), bank statements, and/or job offer letter)
- Proof of savings in the form of a bank statement from a local bank, or equivalent ****as per SingleKeys requirements for tenant passport****
- Any additional proof of financial support

Newcomers to Canada on work permits:

- Government issued ID (driver's license, passport, and or citizenship/photo ID card)
- Proof of savings in the form of a bank statement, or equivalent ****as per SingleKeys requirements for tenant passport****
- Government-issued work permit, or equivalent.
- Employment verification letter or employment agreement
- 2 most recent pay stub(s)

Newcomers to Canada enrolled in full-time studies

- Government issued ID(driver's license, passport, and or citizenship/photo ID card)
- Proof of enrolment at an approved post-secondary institution
- Proof of savings from a bank statement from a local bank or Guaranteed Investment Certificate (GIC), or equivalent ****as per SingleKeys requirements for tenant passport****
- Scholarship or student loan approval letter (if applicable)
- 2 most recent pay stub(s) (if applicable)
- Employment verification letter or employment contracts (if applicable)



- Affidavit of support (or equivalent)

Local students enrolled in full-time studies

- Government issued ID (driver's license, passport, and or citizenship/photo ID card)
- Proof of savings in the form of a bank statement from a local bank, or equivalent
as per SingleKeys requirements for tenant passport
- Proof of enrolment at an approved post-secondary institution
- Scholarship or Student loan approval letter (if applicable)
- 2 most recent pay stub(s) (if applicable)
- Employment verification letter or employment contracts (if applicable)