

Checklist in preparation for the renting of a future home

I am employed

To schedule a viewing, you will need:

- Valid proof of identity (Vesteda will only accept a secure copy: see overleaf)
- Three most recent pay slips*
- One recent salary deposit
- Recently started at your new employer?
- Then please upload your **signed** employment contract

Have you already had a viewing and would like to rent? For faster processing, we recommend that you request the details immediately and/or upload them to your account if you already have them at your disposal.

To rent a property, you will need other information in addition to the above:

- Employer's statement (not older than three months)
- IBAN for direct debit
- Copy of bank card (from which the rent may be debited)

I am self-employed

To schedule a viewing, you will need:

- Valid proof of identity (Vesteda will only accept a secure copy: see overleaf)
- Extract from your Chamber of Commerce registration, not older than three months
- Accredited annual accounts for the past two years and/or income tax returns for the past two years*.

Have you already had a viewing and would like to rent? For faster processing, we advise you to request the details immediately and/or upload them to your account if you already have them at your disposal.

To rent a property, you will need other information in addition to the above:

- IBAN for direct debit
- Copy of bank card (from which the rent may be debited)

I am retired

To schedule a viewing, you will need:

- Valid proof of identity (Vesteda will only accept a secure copy: see overleaf)
- State pension (AOW) slip*
- Recent pension slip*
- One recent state pension (AOW) and pension payment deposit (if applicable)

Have you already had a viewing and would like to rent? For faster processing, we recommend that you request the details immediately and/or upload them to your account if you already have them at your disposal.

To rent a property, you will need other information in addition to the above:

- IBAN for direct debit
- Copy of bank card (from which the rent may be debited)

Depending on the situation, for clarification purposes Vesteda may request other information in addition to the requested documentation.

⚠ * Make sure that you also make the BSN number illegible in these documents. Otherwise, we will not be able to process them.



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Providing proof of identity? Only as a secure copy

Vesteda may only process your passport or ID card in the form of a secure copy:

- **Shield your BSN number:** on the copy of your passport, make only the BSN number illegible. Dutch passports and ID cards issued after 30 August 2021 have a QR code rather than a BSN. Scanning this QR code provides access to your BSN. So please make sure the QR code is shielded.
- Write 'COPY FOR VESTEDA' with the date diagonally across the copy.

Example passport and ID card

Do not place 'COPY FOR VESTEDA' over the other letters/numbers and make sure all parts are legible.



⚠ **TIP 1:** You can use the central government's **KopieID** app to easily make a secure copy with your smartphone.

⚠ **TIP 2:** also remove the BSN number from **other documents** you submit as a copy. Otherwise, Vesteda will not be able to process them.

⚠ **Please submit all attachments as PDF files!**