

INSTRUCTIONS

Please complete all sections on all 3 pages. Please PRINT all information. Mark "N/A" in blanks that do not apply.

RESIDENTIAL RENTAL APPLICATION

APARTMENT SIZE REQUIRED: <input type="checkbox"/> Bachelor <input type="checkbox"/> 1 Bedroom <input type="checkbox"/> 2 Bedroom <input type="checkbox"/> 3 Bedroom <input type="checkbox"/> Townhouse <input type="checkbox"/> Basement					
Building Address : _____		Unit #: _____	Rental Rate: \$ _____ Includes Parking: Y / N	Parking additional charge: \$ _____	# Indoor _____ # Outdoor _____
Electricity _____ Gas _____ Water _____ (Indicates payment responsibility, [T]enant or [L]andlord)		Lease Term: _____	Smoking permitted: Y / N	Locker additional charge: \$ _____	Commencement date _____
PERSONAL INFORMATION – MUST BE ACCOMPANIED BY PHOTOCOPY OF DRIVERS LICENSE					
APPLICANT'S Full Name:				H. Phone #:	
First _____ Initial _____ Surname _____				W. Phone #:	
SIN (Optional) _____				Date of Birth _____	
Emergency Contact: _____				Email address: _____	
CO-APPLICANT'S Full Name:				H. Phone #:	
First _____ Initial _____ Surname _____				W. Phone #:	
SIN (Optional) _____				Date of Birth _____	
Emergency Contact: _____				Email address: _____	
OTHER RESIDENTS (TO BE USED FOR EMERGENCY PURPOSES ONLY)		RELATIONSHIP		AGE (Optional)	
1. _____		_____		_____	
2. _____		_____		_____	
3. _____		_____		_____	
RESIDENTIAL & PERSONAL HISTORY					
Present Address:			How long there:		Rent amount
Landlord _____		phone # _____	Reason leaving: _____		
Previous Address:			How long there:		Rent amount
Landlord _____		phone # _____	Reason leaving: _____		
Previous Address:			How long there:		Rent amount
Landlord _____		phone # _____	Reason leaving: _____		
Have you ever been evicted (details): _____		Pet (type & weight): _____	Have you been convicted of a crime: _____		
_____		_____	Have you ever filed for bankruptcy: _____		
_____		_____			
INCOME INFORMATION					
APPLICANT'S Income Information					
Status: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Student <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed <input type="checkbox"/> Other					
Employer or income source _____			<input type="checkbox"/> Current <input type="checkbox"/> Previous		Length of time at this income source: _____
Employers or income source Address _____					
Supervisor / Caseworker _____			Phone # _____		Net income per week \$ _____
CO-APPLICANT'S Income Information					
Status: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Student <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed <input type="checkbox"/> Other					
Employer or income source _____			<input type="checkbox"/> Current <input type="checkbox"/> Previous		Length of time at this income source: _____
Employers or income source Address _____					
Supervisor / Caseworker _____			Phone # _____		Net income per week \$ _____

REFERENCES

Bank Reference		Address	
Chequing Acct #		Savings Acct #	
Credit Reference		Credit Acct #	
Address		Phone #	
Personal Reference	Address	Phone #	

LOANS

INSTITUTION	ADDRESS	MONTHLY PMT.	BALANCE
1.			
2.			
3.			

AUTOMOBILES

MAKE / MODEL	YEAR / COLOR	LICENSE PLATE NUMBER	PROVINCE
1.			
2.			

OTHER INFORMATION

In Case of Emergency Contact:		Phone #
Address	Relationship	

If the applicant does not provide a Social Insurance Number, the application will not be considered unless the applicant provides another form of government identification such as a driver's license to verify the applicant's identity. I hereby certify that the above information is true and complete and that I have not withheld any information relevant to this application. It is also understood that the property management and/or owner reserve the right to reject this application at their sole discretion. I have read and understand these conditions.

Applicant Signature: _____ Date: _____

Co-Applicant Signature _____ Date: _____

ACKNOWLEDGEMENTS, PRIVACY & CONSENT INFORMATION

The undersigned acknowledges and agrees that this application for tenancy in no way constitutes a tenancy agreement between the Landlord and the applicant to rent any rental premises, and I/we understand that any tenancy agreement or lease will be entered into only upon the acceptance of this application by the Landlord, and is subject to the provisions and conditions described therein.

The undersigned acknowledges and agrees that I/we have been afforded the opportunity to examine the Landlord's privacy policy, and understand that refusal to provide certain information may result in our tenancy being refused if the Landlord cannot determine credit or tenant worthiness.

The undersigned agrees that upon the Landlord's acceptance of this application, a binding tenancy agreement shall be created between the parties, and the undersigned shall enter into a written tenancy agreement on the Landlord's usual form prior to possession of the premises, and the deposit shall be applied as set out above, and the undersigned shall take possession of the rental unit upon the terms set out herein.

This consent information is required in order that the landlord may comply with the federal *Personal Information Protection and Electronic Document Act*. The Landlord agrees to keep the supporting information in this application confidential except as described herein.

I/we hereby give permission to the Landlord or their Agent(s) to obtain at any time a consumer/credit report about me/us, to contact previous landlords to obtain information about my/our previous tenancies, to contact agencies that provide landlord information, to contact my employers and references, and to take any other reasonable steps necessary to assess this Rental Application, or for any renewal or extension of my/our tenancy.

I/we also provide my/our consent to the Landlord or their Agent(s) to disclose information in my Rental Application and any information arising from any tenancy between us to any third party for the purposes of providing a consumer/credit report or contributing information to a database of tenant information made available to landlords or their agents.

I/we also provide my/our consent to the Landlord or their Agent(s) to disclose any information contained herein and any information in the tenancy agreement to present or future mortgagees, potential purchasers, utility providers, accountants, government agencies, financial institutions, insurance providers, telecommunications providers, financial institutions, lenders and prospective lenders.

This consent is given under the provisions of the *Personal Information Protection and Electronic Document Act*. This consent is valid until revoked in writing. A tenant or prospective tenant may, at any time, request from the landlord's Privacy Officer our complete Privacy Policy, and may request that said officer provide information about the data collected and retained with respect to the tenant or prospective tenant, and may also obtain a Privacy Complaint Form for the purpose of resolving disputes with respect to the use of said information.

Applicant Signature

Date

Co-Applicant Signature

Date

FOR OFFICE USE ONLY

REFERENCE VERIFICATION	APPLICATION	DEPOSITS	
<input type="checkbox"/> Present Address <input type="checkbox"/> Previous Address <input type="checkbox"/> Employment <input type="checkbox"/> Co-Resident <input type="checkbox"/> Bank <input type="checkbox"/> Chequing <input type="checkbox"/> Saving <input type="checkbox"/> Credit <input type="checkbox"/> Loans	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved Date: _____ Initials: _____ Final Building & Apt. #: _____ Date of Occupancy: _____	Date _____	Amount _____