

# Rental Application Form

## YOUR PERSONAL INFORMATION

[NAME OF LANDLORD: \_\_\_\_\_] ['The LANDLORD'] is committed to safeguarding the personal information entrusted to us by the Applicant. Personal information means any information about an identifiable individual. This can include but is not limited to an individual's name, home address and phone number, age, sex, marital or family status, financial information, educational history, or employment status. We manage your personal information in accordance with Alberta's Personal Information Protection Act and other applicable laws. This policy applies to the LANDLORD and to any person providing services on our behalf.

We collect the personal information for the purposes of assessing the Applicant(s) and co co-Applicant[s] if any as to suitability as a tenant in general, and/or for a specific rental location.

Your completion of this Application will be taken as your consent to the above use by us, including both the information provided in the Application and personal information obtained by us from other sources as noted in the Application. We will assume the same consent in cases where you volunteer other personal information for an obvious purpose, even though it may not be specifically requested in the Application.

You may withdraw consent to the use and disclosure of personal information at any time, unless the personal information is necessary for us to fulfill our legal obligations. We will respect your decision, but may not be able to provide you with rental accommodation if we do not have sufficient personal information.

**I/We, the undersigned (the 'Applicant', and if applicable the 'Co-Applicant') hereby apply for approval as a Tenant(s) of the Landlord based on the information provided on this page and the following 2 pages. I/We understand that the information provided will be viewed to determine my/our suitability for the premises described below, and any other premises that the Landlord may deem appropriate.**

|                           |            |                          |
|---------------------------|------------|--------------------------|
| Address of property       |            |                          |
| Date occupancy desired:   |            |                          |
| Maximum no. of occupants: | ___ Adults | ___ Children (give ages) |

### 1.) Personal Information

|                  |                                     |                |
|------------------|-------------------------------------|----------------|
| Name:            | Social Insurance Number (optional): |                |
| Current Address: |                                     |                |
| E-mail address:  |                                     |                |
| Phone 1:         | Phone 2:                            | Date of Birth: |

### 2.) Co-Applicant's Personal Information (if applicable)

|                  |                                     |                |
|------------------|-------------------------------------|----------------|
| Name:            | Social Insurance Number (optional): |                |
| Current Address: |                                     |                |
| E-mail address:  |                                     |                |
| Phone 1:         | Phone 2:                            | Date of Birth: |

**3.) (a.) Previous Tenancy**

|                        |                   |
|------------------------|-------------------|
| Landlord's Name:       | Landlord's Phone: |
| Previous Address:      |                   |
| Time at this location: | Monthly Rent:     |
| Reason For Leaving:    |                   |

**4.) Employment Information**

|   |               |
|---|---------------|
| Status: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-Time <input type="checkbox"/> Student <input type="checkbox"/> Unemployed <input type="checkbox"/> Retired |               |
| Current Employer:   |               |
| Address:  |               |
| Supervisor's Name:  | Phone:        |
| Length of Employment:   | Monthly Wage: |
| Job Position:   |               |
| If you have other sources of income that you would like us to consider, please list income, source and person:  |               |

**5.) Co-Applicant's Employment Information**

|                       |               |
|-----------------------|---------------|
| Current Employer:     |               |
| Address:              |               |
| Supervisors Name:     | Phone:        |
| Length of Employment: | Monthly Wage: |
| Job Position:         |               |

**6.) Credit History description**

|   |  |
|---|--|
| Have you declared bankruptcy in the past seven (7) years?           | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Have you ever been evicted from a rental residence?                 | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Have you had two or more late rental payments in the past 12 months | <input type="checkbox"/> Yes <input type="checkbox"/> No |

|   |  |
|---|--|
| Have you ever refused to pay rent when due?   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If you have answered YES to any of the above, please state your reasons and/or circumstances: |  |

**7.) Additional Information**

|   |  |
|---|--|
| Do you wish to bring a pet[s] to the rental premises?<br><input type="checkbox"/> Yes <input type="checkbox"/> No   | If yes, describe the pets:   |
| Do you, or any proposed occupant, smoke?<br><input type="checkbox"/> Yes <input type="checkbox"/> No  | If you are co-applicants, do you consent to a joint credit report?<br><input type="checkbox"/> Yes <input type="checkbox"/> No |
| <p><b>NOTE:</b> Landlords are not responsible for tenants' possessions. If accepted you must carry tenant's insurance covering your possessions and protecting you against liability.</p> <p>I/We presently insure our belongings and for third party liability: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> |  |

**8.) References (anyone other than a relative)**

|       |               |        |
|-------|---------------|--------|
| Name: | Relationship: | Phone: |
| Name: | Relationship: | Phone: |
| Name: | Relationship: | Phone: |

**9.) Emergency Contact**

|   |               |
|---|---------------|
| Name of a person not residing with you: |               |
| Address:                                |               |
| Phone:                                  | Relationship: |

**The Applicant and/or Co-Applicant acknowledges that pets, barbeques, waterbeds and aquariums are not permitted without the advance written permission of the Landlord.**

**If the Landlord permits a pet, an additional Pet Damage Deposit of \$\_\_\_\_\_ will be paid to the Landlord. The Landlord will hold the Deposit(s) until the Tenancy ends.**

**The Applicant(s) do(es) hereby state that the information contained herein is true and correct, and contain no misrepresentations. If misrepresentations are found after a residential tenancy agreement is entered into with the Applicant and/or Co-Applicant, the Landlord shall have the option to terminate the residential tenancy agreement and seek all available remedies.**

**The Applicant(s) and/or Co-Applicant authorize the Landlord to obtain tenant history, credit, personal and employment information from one or more consumer reporting agencies, previous landlords, employers or previous employers and from other sources of such information, to verify the information provided by the Applicant[s] and/or Co-Applicant. The Applicant[s] and/or Co-Applicant authorize(s) the reporting agencies, and any other person, including personnel from any governmental ministry or agency, to disclose relevant information about the Applicant[s] and/or Co-**

**Applicant to the Landlord. If the parties enter into a Residential tenancy agreement, the Applicant[s] and/or Co-Applicant authorize the above information to be used and disclosed for responding to emergencies, ensuring the orderly management of the tenancy and complying with legal requirements.**

|                           |       |
|---------------------------|-------|
| Signature                 | Date: |
| Co-Applicant's Signature: | Date: |