

**INSTRUCTIONS**

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

**RENTAL APPLICATION**

A copy of your Government ID must accompany your Rental Application along with first month's rent in certified funds.

Office 416-385-8003 Fax: 416-385-0148 Email: office@tobis.ca

<b>APARTMENT SIZE REQUIRED:</b> <input type="checkbox"/> Bachelor <input type="checkbox"/> 1 Bedroom <input type="checkbox"/> 2 Bedroom <input type="checkbox"/> 3 Bedroom					
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: \$ _____	Move In Date _____
<b>PERSONAL INFORMATION</b>					
<b>APPLICANT'S Full Name:</b>				Home Phone #:	
First _____ Initial _____ Surname _____				Work Phone #:	
Email Address: _____				Cell Phone #:: _____	
Driver's License #: _____					
SIN #	Date of Birth:		Emergency Contact:		Phone #:
<b>CO-APPLICANT'S Full Name:</b>				H. Phone #:	
First _____ Initial _____ Surname _____				W. Phone #:	
Email Address: _____				Cell Phone #: _____	
Driver's License #: _____					
SIN #	Date of Birth:		Emergency Contact:		Phone #:
<b>OTHER RESIDENTS</b>				RELATIONSHIP	
				AGE	
1.					
2.					
3.					
<b>RESIDENTIAL &amp; PERSONAL HISTORY</b>					
<b>Present Address:</b>			How long there:		Rent amount
Landlord _____			Phone # _____		Reason leaving: _____
<b>Previous Address:</b>			How long there:		Rent amount
Landlord _____			Phone # _____		Reason leaving: _____
<b>Have you ever been evicted (details)?</b>		Do you have a pet (type)?		Have you been convicted of a crime: _____	
_____		_____		Have you ever filed for bankruptcy: _____	
<b>INCOME INFORMATION</b>					
<b>APPLICANT'S Income Information</b>					
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 \$ _____
<b>CO-APPLICANT'S Income Information</b>					
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**

<b>Bank Reference</b>	Address	
Chequing Acct #	Savings Acct #	
<b>Credit Reference</b>	Credit Acct #	
Address	Phone #	
<b>Personal Reference</b>	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

**NOTE:** Upon approval of this rental application by the landlord, a binding agreement shall be created between the parties who shall immediately enter into a tenancy agreement on these same terms on the landlord's standard form. Upon such approval, a last month's rent deposit of \$ \_\_\_\_\_ shall be paid forthwith if it has not already been paid. Upon such approval, the last month's rent deposit shall be applied as security towards the payment of the last month's rent. However if this rental application is not approved, any rent deposit shall be returned forthwith. It is agreed that once this application has been approved, the last month's rent deposit may be held by the landlord as security against rent whether or not a signed tenancy agreement is entered into or whether or not the tenant moves into the rental unit, and that the deposit may be applied as rent provided that the rental unit has not been re-rented prior to the anticipated commencement date as above.

Upon execution of the tenancy agreement, the tenant(s) shall be required to pay the rent for the first month of the tenancy prior to the commencement date of the tenancy. The tenant's right to occupy the rental unit does not commence until such time as all required payments have been made and until the tenant has transferred responsibility for utilities to his/her own name if required as above.

In for any reason, the landlord is unable to give possession of the rental premises on the commencement date of the lease term, the landlord shall not be subject to any liability to the applicants and shall give possession to them as soon as the landlord is able to do so with the rent abated until such time, and this will not affect the validity of the tenancy agreement, the obligations of the parties, nor shall it be construed as extending the term of the agreement.

A pre-paid deposit of the last months' rent in the amount of \$ \_\_\_\_\_ was paid on the \_\_\_\_\_ day of \_\_\_\_\_.

Said deposit was paid to the landlord by: Certified Cheque or Money Order This deposit will be applied as follows:

Pre-paid Last Month's Rent: \$ \_\_\_\_\_ Security Deposit: \$ \_\_\_\_\_ N/A \_\_\_\_\_ First Month's Rent: \$ \_\_\_\_\_

Balance to follow: \$ \_\_\_\_\_ payable as \_\_\_\_\_ on or before \_\_\_\_\_.

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 subject to the full return of any rent deposit paid. I have read and understand these conditions.

## 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: _____	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Date</td> <td style="width: 50%;">Amount</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> </table>	Date	Amount	_____	_____	_____	_____	_____	_____
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