



# Residential Tenancy Application

(Each tenancy candidate must complete a separate application)\*

E-mail: **rolf@rgbgroup.ca**  
Fax: **1-613-695-7700**  
Tel: **1-613.265.2700**

Indicate your choice:  Tenancy Report  Credit Check  Tenant Check   
(combination of Credit & Tenant Check)

Tenant Rating: \_\_\_\_\_

Member No: \_\_\_\_\_

**Landlord's Name:** **Rolf Baumann**  
(Hereinafter referred to as "the Landlord")

Contact Name: \_\_\_\_\_ Tel.No.: (\_\_\_\_\_) \_\_\_\_\_ New \_\_\_\_\_ Transfer: \_\_\_\_\_

I/we hereby make application to rent, the premises located at Street No. & Name.: \_\_\_\_\_ Apt. / Unit \_\_\_\_\_,  
(Hereinafter referred to as "the Premises")

City \_\_\_\_\_ Prov/State \_\_\_\_\_ Post/Zip Code \_\_\_\_\_, beginning on the \_\_\_\_\_ day of

The month of \_\_\_\_\_, 20\_\_\_\_. For a period of \_\_\_\_\_, at a monthly rent of \$\_\_\_\_\_

## Applicant's Particulars

**First** \_\_\_\_\_ **M. Init** \_\_\_\_\_ **Last Name** \_\_\_\_\_ **SIN: (Optional)** \_\_\_\_\_  
D.O.B. \_\_\_\_\_ Daytime Tel. No. (\_\_\_\_\_) \_\_\_\_\_ Evening Tel. No. (\_\_\_\_\_) \_\_\_\_\_  
yyyy/mm/dd

### Starting with your current address list at least 1 prior address going back to a maximum of 7 years.

Unit # Str# Str. Name City Postal Code No. of Years Landlord's Name Landlord's Telephone Number

(1) \_\_\_\_\_

(2) \_\_\_\_\_

Drivers License No: \_\_\_\_\_ Make of Vehicle: \_\_\_\_\_ Year: \_\_\_\_\_ Plate No: \_\_\_\_\_

Employer's Name: \_\_\_\_\_ No. of Yrs. \_\_\_\_\_ Field of Employment: \_\_\_\_\_ No. of Yrs. \_\_\_\_\_

Address: \_\_\_\_\_ Bus. Tel No. (\_\_\_\_\_) \_\_\_\_\_

Previous Employer: \_\_\_\_\_ No. of Yrs. \_\_\_\_\_ Bus. Tel No. (\_\_\_\_\_) \_\_\_\_\_

Bank Name and Branch: \_\_\_\_\_ Bank Tel No. (\_\_\_\_\_) \_\_\_\_\_

Chequing Acc. No. \_\_\_\_\_ Savings Acct. No. \_\_\_\_\_ Annual Income from all sources: \$\_\_\_\_\_

Credit Card Type: \_\_\_\_\_ Card No: \_\_\_\_\_ Expiry Date: \_\_\_\_\_  
yyyy / mm / dd

Have you ever declared bankruptcy, or been a party to a Landlord and Tenant Court Action? Yes  No

Lease Term Completed? Yes  No  Rent Paid on time? Yes  No  All Cheques honoured by bank? Yes  No

Sufficient notice to move given? Yes  No  Rental left in good condition? Yes  No

### SPOUSE AND/OR OCCUPANTS (Complete separate Application for Spouse or other Person who is to be Co-tenant)

Person(s) who intend to occupy the Premises in addition to the Applicant:

(1) Name: \_\_\_\_\_ Relationship to Applicant: \_\_\_\_\_ Age \_\_\_\_\_

(2) Name: \_\_\_\_\_ Relationship to Applicant: \_\_\_\_\_ Age \_\_\_\_\_

(3) Name: \_\_\_\_\_ Relationship to Applicant: \_\_\_\_\_ Age \_\_\_\_\_

### REFERENCES (Not Family members. Must be completed with full First then Last Name)

Name Address Telephone Employer's Name Employer's Telephone

(1) \_\_\_\_\_

(2) \_\_\_\_\_

In case of Emergency: Contact Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Telephone Numbers : During the day: (\_\_\_\_\_) \_\_\_\_\_ In the evening: (\_\_\_\_\_) \_\_\_\_\_

### THE FOLLOWING RENT IS PAYABLE IN RESPECT OF THE PREMISES (To be completed by Landlord)

**Part A** If the Term does not commence on the first day of the month complete Part A for rent payable from the Commencement Date to the end of that month. Pro-rated rent of \$\_\_\_\_\_ is to be paid in advance to cover the period from \_\_\_\_\_ to \_\_\_\_\_  
yyyy / mm / dd yyyy / mm / dd

**Part B : Complete Part (B) for rent information for the first period of the lease, up to 1 year.**

Monthly Rent:\$ \_\_\_\_\_ Prepaid last month's Rent: \$ \_\_\_\_\_ Parking Rent:\$ \_\_\_\_\_ Indoor Garage Parking Space: \_\_\_\_\_

Outside Parking Spaces: \_\_\_\_\_ Other Charges:\$ \_\_\_\_\_ (See Part "C" for specific services and charges)

**Monthly Total:\$ \_\_\_\_\_ payable in advance at the first of each month.**

Term: Month-to-Month  One Year  Other  (Specify) \_\_\_\_\_

Term to Commence: \_\_\_\_\_ Term to End: \_\_\_\_\_ Length of Term: \_\_\_\_\_  
yyyy / mm / dd yyyy / mm / dd

**Part C** Complete Part C if the Landlord is to provide any of the following services to the Applicant, for a separate monthly charge paid by the Applicant to the Landlord, and the total of all charges in this part is entered in Part( B) at "Other Charges".

The following are services, facilities, privileges, accommodations for which a separate monthly charge applies and that charge is included in item 5 (c) of the Tenancy Agreement.

Cable Television \$ \_\_\_\_\_, Satellite Television \$ \_\_\_\_\_, Internet \$ \_\_\_\_\_, Air Conditioner \$ \_\_\_\_\_, Hydro \$ \_\_\_\_\_, Extra Hydro for Air Conditioner / washer / dryer in Rented Premises \$ \_\_\_\_\_, Heat \$ \_\_\_\_\_, Locker / Storage Space \$ \_\_\_\_\_, Property Taxes (Mobile Home Site / Land Lease Home) \$ \_\_\_\_\_, Additional Floor Space \$ \_\_\_\_\_, Condo Fees \$ \_\_\_\_\_, Water / Sewage \$ \_\_\_\_\_, Block Heater Plug-Ins \$ \_\_\_\_\_ Other Charges (specify) \_\_\_\_\_

Note 1. If the Applicant is to pay to the Landlord a percentage share of the utilities in the building in place of a fixed monthly amount, indicate the amount of the percentage in this section and in the Tenancy Agreement section 5(c).

**Part D** Complete Part D if the Applicant is to be responsible for paying for the following services applicable to the Rented Premises directly to those providing it:

The Applicant agrees to pay for the following services applicable to the Premises. Electricity Gas  Heat Hot Water Heater

Condo Fees  Cable  Internet Smart Card Other: \_\_\_\_\_

The Applicant further agrees to be responsible for the following:

Snow Removal  Lawn Maintenance Gardens Garbage Removal Other \_\_\_\_\_

**SUMMARY OF MONIES RECEIVED WITH APPLICATION**

BY CASH  BY CHEQUE

Pro-rated Rent: \$ \_\_\_\_\_ + Prepaid last Month's Rent \$ \_\_\_\_\_ + First Month's Total Rent: \$ \_\_\_\_\_ = Total Received \$ \_\_\_\_\_

Note 1. Items listed in both Part C and Part D can only be selected in one of those Parts, and is dependent upon whether the applicant pays the Landlord for the service (Part B), or pays directly to those providing the service (Part C).

Note 2. If the service is included in an all-inclusive "monthly rent" do not complete either Part C, or D.

**Information\*\***

The word "**Information**" means credit information, personal information, information about the services you use that are provided by the Landlord listed in Part (C) and/or (D) below and information relating to your tenancy at the Premises applied for in this application including information regarding the duration of your tenancy, monthly rent, emergency contacts and any matters relating to your lease/tenancy agreement, including misrepresentations relating to, defaults under and/or breaches of your lease/tenancy agreement.

"**Credit Information**" means information about you, including your name, age, date of birth, occupation, place of residence, previous places of residence, occupancy length, marital status, co-occupant's/spouse's/same-sex partner's name and age, number of dependants, particulars of education or professional qualifications, places of employment, previous places of employment, employment duration, estimated income, paying habits, outstanding debt obligations, cost of living obligations, involvement in bankruptcy proceedings or landlord and tenant disputes, assets, and banking information (including account and credit card information).

"**Personal Information**" means information about you other than credit information that is relevant to your suitability as a tenant, including your social insurance number (optional), driver's license number, vehicle license plate number, vehicle make and year, and information from references which you provide about your character, reputation, physical or personal characteristics or mode of living or about any other matter concerning you that is relevant to your suitability as a tenant.

**Collection, Use and Disclosure of Information:**

In consideration for the Landlord accepting you as a tenant and entering into a lease/tenancy agreement with you, you expressly consent to and authorize the following:

1. **The Landlord** may obtain Information about you through a tenant check and/or credit or consumer report conducted by [Rent Check Credit Bureau](#) and as permitted or required by law. You expressly authorize [Rent Check Credit Bureau](#) to provide Information regarding you to the Landlord.
2. **The Landlord** may use Information about you to determine your suitability as a tenant and as permitted or required by law.
3. **the Landlord** may disclose Information about you as permitted or required by law and to [Rent Check Credit Bureau](#) in order to be included within a database of tenant information, and/or within a file on you, for purposes of:
  - tenant reporting and credit reporting in accordance with the *Consumer Reporting Act* (Ontario);
  - establishing a credit history and a rental history;
  - comparing with aggregate statistical data for purposes of tenancy and credit scoring; and
  - supporting the credit approval process.

4. You expressly authorize [Rent Check Credit Bureau](#) to retain Information regarding you indefinitely for the purposes outlined in section 3 above, subject to any applicable legal restrictions.
5. You expressly authorize [Rent Check Credit Bureau](#) to disclose Information regarding you to its members and subscribers as required or permitted by law and for the purposes outlined in section 3 above.
6. You agree that you will not withdraw your authorization and consent to the collection, use and disclosure of Information about you by [Rent Check Credit Bureau](#) as outlined in sections 1 to 5 above.
7. You agree that all statements on this Residential Rental Application are true and you expressly authorize all references given to release information about you to **the Landlord** for verification subject to sections 1 to 5.

The undersigned applicant hereby confirms the [“Information”](#) set out on page 1 and 2 of this Application.

I hereby deposit with the Landlord the sum of \$ \_\_\_\_\_. I understand and agree that payment of the deposit and the Landlord's acceptance of it does not, in and of itself, constitute a tenancy agreement. I further understand that upon acceptance of this application by the Landlord, whether conveyed to me verbally or in writing, I shall be deemed to have entered into a tenancy agreement with the Landlord in the terms of the Landlord's usual form, which I have had the opportunity to read and understand prior to signing below. I further agree that upon acceptance of this application by the Landlord, I will execute the same written tenancy agreement. In the event that I refuse or neglect to do so, I agree to be bound by its terms jointly and severally with all co-applicants.

**Applicant to complete:**

Please provide your consent by checking the following box and signing in the appropriate space below.

**Yes, I have read, understood and voluntarily agree to the terms and conditions, and the collection use and disclosure of Information as outlined above.**

\_\_\_\_\_ X  
Applicant's Signature

\_\_\_\_\_ X  
Print Name

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ X  
Date: (yyyy / mm / dd)

**Landlord to complete:** (Landlord to sign once Applicant is accepted as a Resident)

\_\_\_\_\_  
Landlord's Signature

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date: (yyyy / mm / dd)



**\*Signature space is provided for one applicant however Rent Check suggests that if more than 1 tenancy applicant that the landlord provides each applicant with a separate copy of this Residential Tenancy Application for completion.**

**\*\*DISCLAIMER: Rent Check does not represent, warrant or guarantee that this Consent Statement will be valid or enforceable in all circumstances or for every landlord. Each individual landlord should modify the language of this Consent Statement to suit their individual circumstances and should obtain legal advice regarding the appropriate consent to be obtained from their prospective tenants.**