

Realty Executives Cranbrook, Property Management  
Confidential Application for Tenancy

<b>Address of Property Applying for:</b>		<b>Number of Bedrooms Required</b>
	<b>Applicant 1</b>	<b>Applicant 2</b>
Name		
Birth Date		
Address on DL		
Town/City		
Postal Code		
Home Phone		
Cell Phone		
Work Phone		
Occupation		
How long at present job		
Approx Monthly Income		
If you are retired and living on a pension you will be required to provide verification of you pension(s)		
Employer		
Work Contact		
Phone		
Vehicle		
Plate Number		
DL Number		
Name of Bank		
Address		
Do You Smoke		
Names of all minors (under 19)who will occupy the property		
How long have you been at your current address?		Have you given notice yet?
Reason for leaving:		
Current Landlord's Name		Phone Numbers
Current Rent	Does this include utilities?	If yes, which ones?

Previous Address	
Previous Landlord	Phone Numbers

If you have just sold your property, provide address.		
Do you have pets?	If yes, please describe	Spayed <input type="checkbox"/> Neutered <input type="checkbox"/>
<i>If you have pets and are accepted as a tenant, you will be required to pay an additional pet damage deposit of 1/2 of one month's rent, as well as sign an agreement accepting full responsibility for any damage caused to the property by the pet during your tenancy</i>		
References, other than relatives or employers. If you are self employed, provide the name of at least one client.		
Name	Phone Numbers	
Name	Phone Numbers	
In case of an emergency, notify	Phone Numbers	
Relationship		
<b>NOTES TO APPLICANTS</b>		
<p><b>Agency Disclosures.</b> Realty Executives Cranbrook, Property Management Division, the managing brokerage, acts for and on behalf of the Property Owner, the principal, as Landlord in the management of the property. Realty Executives Cranbrook, Property Management Division offers no agency representation to the Applicant(s) and the Applicant(s) is (are) advised to seek independent legal advice before entering into any Tenancy Agreement if that is important to the Applicant. However, Realty Executives Cranbrook, Property Management Division, owes the Applicant the legal and ethical duty to provide accurate, honest and fair information as set out by the Real Estate Services Act and Residential Tenancies Act.</p>		
<p><b>Con sent, collection, use and disclosure of personal information:</b> I certify that the above information is true and, to the best of my knowledge, accurate. I hereby consent to the Landlord and/or the Landlord's Agent (Realty Executives Cranbrook, Property Management Division) obtaining employment or personal information about myself for all purposes consistent with the assessment of my application. I authorize the reporting agencies and other persons to disclose information about me to the Landlord or his Agent. All personal information collected shall be kept confidential, in a secure place and shall be destroyed, erased or made anonymous when the use of the information has been fulfilled. Realty Executives Cranbrook, Property Management Division will not sell, rent or share any personal information to/with any third parties. Realty Executives Cranbrook, Property Management Division uses the services of various Rent Check Agencies to establish suitability of applicants. I authorize Realty Executives Cranbrook, Property Management Division to share information about my tenancy with any of these Rent Check Agencies.</p>		
In the event this application is declined, no reason need be stated. I (we) acknowledge that approval is based on the information provided.		
Successful applicants will be required to show proof of tenant insurance with a liability rider before possession is granted.		
Signature Applicant 1	Signature Applicant 2	
Date	Date	

In Accordance with the personal information protection act, all information will be kept confidential and adequately protected unless otherwise ordered by a government agency.

Return completed forms to Realty Executives Cranbrook, 911 Baker Street Cranbrook BC V1C 1A4  
 Phone: 250 426 3355, Fax: 250 426 3683, email: [roxi@cranbrookagencies.com](mailto:roxi@cranbrookagencies.com) or [admin@cranbrookagencies.com](mailto:admin@cranbrookagencies.com)  
 Allow 3-5 business days for processing – incomplete applications may not be processed