

**EAST KOOTENAY REALTY LTD., PROPERTY MANAGEMENT****Confidential Application for Tenancy**

Address of Location Applying For:

OR No. Of Bedrooms Required:

Starting Date:

Length of Tenancy Desired:

Amount Offering to Pay:

**Application Information**

	APPLICANT 1	APPLICANT 2
Name:		
Date of Birth:		
Current Address:		
City:		
Postal Code:		
E-Mail:		
Home Phone:		
Cell Phone:		
Work Phone:		
Work Fax:		
Occupation:		
Length at Current Job:		
Approx. Monthly Income:		
Employer:		
Work Contact:		
Phone(s):		
Vehicle Type:		
Plate Number:		
DL Number:		
Name of Bank:		
Branch Address:		

**NOTICE: IF YOU ARE RETIRED AND LIVING ON A PENSION, YOU WILL BE REQUIRED TO PROVIDE VERIFICATION OF YOUR PENSION(S).****General Information**

Do You Smoke?	YES	NO	
Do You Have Pets?	YES	NO	If YES, Please Describe:
<b>NOTICE: If you have pets and are accepted as a tenant, you will be required to pay an additional pet damage deposit of half 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.</b>			
Names and Ages of All Minors (Under 19) that will also occupy the property:			
How Long Have You Been at Your Current Address?	Have You Given Notice Yet?	YES	NO
Current Landlord's Name:	Phone Number(s):		
Current Rent:	Does This Include Utilities?	YES	NO
If YES, Which Utilities?			
Reason for Leaving?			
Previous Address:			
Previous Landlord:	Phone Number(s):		
If You Are or Were Recently a Homeowner, Please Provide Address and Verification:			

**References (other than relatives or employees):** *If you are self employed, provide the name of at least one client.*

Name:	Phone Number(s):
Name:	Phone Number(s):

**Emergency Contact Information:**

In Case of Emergency, Notify:	
Relationship:	Phone Number(s):

**NOTES TO APPLICANT(S)**

**AGENCY DISCLOSURE:**

East Kootenay Realty Ltd., Property Management, the managing brokerage, acts for and on behalf of the Property Owner, the principal, as Landlord in the management of the property. East Kootenay Realty Ltd., Property Management, 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, East Kootenay Realty, Property Management, 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.

**CONSENT, COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION:**

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 (East Kootenay Realty Ltd., Property Management) obtaining credit and 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. This consent is given pursuant to the Credit Reporting Act (RSBC 1996), Chapter 81. 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. East Kootenay Realty Ltd., Property Management, will not sell, rent or share any personal information to/with any third parties. East Kootenay Realty Ltd., Property Management, uses the services of various Rent Check Agencies to establish suitability of applicants. I authorize East Kootenay Realty, Property Management, to share information about my tenancy with any of these Rent Check Agencies.

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(s): \_\_\_\_\_

Date: \_\_\_\_\_

**IN ACCORDANCE WITH THE PRSONAL INFORMATION PROTECTION ACT, ALL INFORMATION WILL BE KEPT CONFIDENTIAL AND ADEQUATELY PROTECTED, UNLESS OTHERWISE ORDERED BY A GOVERNMENT AGENCY.**

**Please Return Completed Forms to East Kootenay Realty at the Following Locations:**

25 - 10th Ave S.  
Cranbrook, BC  
V1C 2M9  
FAX: 250-426-6270

385 Wallinger Ave  
Kimberley, BC  
V1A 1Z3  
FAX: 250-427-0004

**Email: [prop.mgmt@ekrealty.com](mailto:prop.mgmt@ekrealty.com)**

**Allow 3 – 5 Business Days for processing of Applications.**

**\*INCOMPLETE APPLICATIONS MAY NOT BE PROCESSED\***