



#103 – 9856 97 Avenue, Grande Prairie, AB T8V 7K2

Office: 780.833.5555 / Fax: 780.833.5558

Email: rentals@keyproperty.caWebsite: <https://keyproperty.ca/>**RENTAL APPLICATION FORM**How did you hear about Key **Investment** Property Management? _____

INSTRUCTIONS: Please complete all sections on ALL pages, print all information and mark "N/A" in any blanks that do not apply. If you are under the age of 18 or have no previous tenancy record, you may be required to provide a co-signer.

Photo ID is due upon submitting this form – applications will not be processed without this item.

Size Required: <input type="checkbox"/> Bachelor <input type="checkbox"/> 1 Bedroom <input type="checkbox"/> 2 Bedroom <input type="checkbox"/> 3 Bedroom		Smoking: <input type="checkbox"/> YES <input type="checkbox"/> NO	
Address of Requested Rental:		Unit #	Rental Rate:
Date Required:			
PERSONAL INFORMATION			
Applicant's Full Name:		Home Phone: _____	
_____		Cell Phone: _____	
Driver's License #		Work Phone: _____	
_____		EMAIL: _____	
S.I.N. Optional #	Date of Birth:	DO YOU HAVE PETS? <input type="checkbox"/> YES <input type="checkbox"/> NO	
_____	_____	IF YES, PET TYPE _____ BREED? _____	
UNDER/OVER 30 POUNDS? _____			
Co-Applicant's Full Name:		Home Phone: _____	
_____		Cell Phone: _____	
Driver's License #		Work Phone: _____	
_____		EMAIL: _____	
S.I.N. Optional #	Date of Birth:	DO YOU HAVE PETS? <input type="checkbox"/> YES <input type="checkbox"/> NO	
_____	_____	IF YES, PET TYPE _____ BREED? _____	
UNDER/OVER 30 POUNDS? _____			
FULL NAME OF DEPENDENT(S)		RELATIONSHIP	AGE
1.			
2.			
3.			
RESIDENTIAL HISTORY			
APPLICANT'S CURRENT ADDRESS:		Length of Stay:	Rent Amount:
_____		_____	_____
Landlord's Name:	Phone #	Reason for Moving:	
_____	_____	_____	
APPLICANT'S PREVIOUS ADDRESS:		Length of Stay:	Rent Amount:
_____		_____	_____
Landlord's Name:	Phone #	Reason for Moving:	
_____	_____	_____	
CO-APPICANT'S CURRENT ADDRESS:		Length of Stay:	Rent Amount:
_____		_____	_____
Landlord's Name:	Phone #	Reason for Moving:	
_____	_____	_____	

EMPLOYMENT HISTORY

Applicant's Employment History

Current Status: Full Time Part Time Student Retired Unemployed Other

1. Employer:	<input type="checkbox"/> Current <input type="checkbox"/> Previous	Length of Employment:
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Employer's Address:

Manager's Name:	Phone #	Monthly Income:
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2. Employer:	<input type="checkbox"/> Current <input type="checkbox"/> Previous	Length of Employment:
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Employer's Address:

Manager's Name:	Phone #	Monthly Income:
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Co-Applicant's Employment History

Current Status: Full Time Part Time Student Retired Unemployed Other

1. Employer:	<input type="checkbox"/> Current <input type="checkbox"/> Previous	Length of Employment:
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Employer's Address:

Manager's Name:	Phone #	Monthly Income:
-----------------	---------	-----------------

2. Employer:	<input type="checkbox"/> Current <input type="checkbox"/> Previous	Length of Employment:
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Employer's Address:

Manager's Name:	Phone #	Monthly Income:
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APPLICANT'S REFERENCES

Bank Reference:	Address:
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Chequing Account #	Savings Account #
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Credit Reference:	Credit Account #
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Address:	Phone #
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Personal Reference:	Address:	Phone #
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AUTOMOBILES

Make / Model	Year / Color	License Plate Number	Province
1.			
2.			

OTHER INFORMATION

In Case of Emergency Contact:	Phone #
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Address:	Relationship:
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NOTE: Security Deposits required will be equivalent to one month's rent amount. **No pets of any kind allowed unless agreed by the Landlord prior to possession. Only those listed on this application can reside at the property.** This application is subject to review and approval and shall be confirmed by telephone as soon as possible. Once approved, the security deposit must be paid in full and the lease agreement signed within 48 hours of confirmation or the proposed tenancy will be terminated.

I hereby certify that the above information is true and complete and that I have not withheld any information relevant to this application. In the event any information supplied by me is determined to be false I acknowledge that this will serve as grounds for immediate eviction. It is also understood that the Landlord or its Agent reserve the right to reject this application. I have read and understand these conditions.

I agree that information so received and this application may be retained by the Landlord or its Agent.

Applicant Signature

Date

Co-Applicant Signature

Date

I authorize the Landlord or their Agents to investigate all statements made on this application, carry out a credit check, and to use the information provided to verify my eligibility as a tenant. I know that I have the right to verify the information about me held by credit reporting agencies, that the landlord and its agents are entitled to rely on such credit reports as being correct, and I release any claim I may have arising from reliance on that information.

I hereby authorize consent to the Landlord or their Agents to obtain at any time a consumer/credit report about me, to contact previous landlords to obtain information about my previous tenancies, to contact agencies that provide landlord information, to contact my references, and to take any other reasonable steps necessary to assess this rental application, my creditworthiness and level of responsibility as a tenant. I provide my irrevocable consent to the Landlord or their Agents to disclose information from my rental application and information arising from any tenancy between us to any landlord, property manager, credit bureau, financial institution or credit grantor.

Applicant Signature

Date

Co-Applicant Signature

Date

FOR OFFICE USE ONLY

REFERENCE VERIFICATION

Applicant's Present Address

Rent on time y/n
NSF's y/n
Pets y/n
Damages y/n
Reason for leaving: _____
Would you rent to them again y/n

Applicant's Previous Address

Rent on time y/n
NSF's y/n
Pets y/n
Damages y/n
Reason for leaving: _____
Would you rent to them again y/n

Co-Applicant's Present or Previous Address

Rent on time y/n
NSF's y/n
Pets y/n
Damages y/n
Reason for leaving: _____
Would you rent to them again y/n

Employment

Full or Part Time: _____
Position: _____
Anticipate Individual Staying with the Company y/n

Co-Applicant Employment

Full or Part Time: _____
Position: _____
Anticipate Individual Staying with the Company y/n

Previous - Employment

Full or Part Time: _____
Position: _____
Notes: _____

Co-Applicant - Previous Employment

Full or Part Time: _____
Position: _____
Notes: _____

Bank

Chequing / Saving

Credit **Loans**

Personal Reference

APPLICATION & DEPOSITS

Approved

Not Approved

Initials: _____

Date: _____

Date of Occupancy

Date

Deposit Amount