



Nanaimo Realty

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ROYAL LEPAGE PROPERTY MANAGEMENT APPLICATION

Each adult planning to occupy the residence must fill out an application.

APPLICANTS NAME: First Middle Last

DATE OF BIRTH: YYYY/MM/DD EMAIL ADDRESS:

CURRENT ADDRESS:

CITY: PROV: POSTAL CODE

PHONE: CELL: WORK:

RENTAL PROPERTY(S) INTERESTED IN:

DATE OCCUPANCY DESIRED: LENGTH OCCUPANCY DESIRED:

NUMBER OF ADULTS TO OCCUPY RENTAL UNIT: # OF CHILDREN UNDER 18: AGES

PLEASE LIST ALL APPLICANTS:

PRESENT LANDLORD: PHONE:

REASON FOR MOVING: RENT PAID \$

HOW LONG AT RESIDENCE: HAVE YOU GIVEN NOTICE TO VACATE: YES NO

PREVIOUS LANDLORD: PHONE:

PREVIOUS ADDRESS: HOW LONG:

REASON FOR MOVING: RENT PAID \$

\*\* ANY APPLICATION FOR TENANCY IN WHICH WE'RE UNABLE TO CONFIRM AN APPLICANTS FORMER TENANCY WITH AN INDEPENDENT LANDLORD CAN BE REJECTED\*\*

DO YOU HAVE ANY PETS? YES NO TYPE OF PETS: Breed/ Weight/ Age

DO ANY HOUSEHOLD MEMBERS SMOKE? YES NO

DO YOU CURRENTLY HAVE THE LEGAL RIGHT OR HAVE YOU APPLIED FOR THE LEGAL RIGHT TO OPERATE A MEDICAL MARIJUANA GROW-OPERATION? YES NO

**EMPLOYER REFERENCES:**

COMPANY NAME: \_\_\_\_\_

POSITION/ JOB: \_\_\_\_\_ HOW LONG: \_\_\_\_\_

SUPERVISOR/ MANAGER: \_\_\_\_\_ CONTACT #: \_\_\_\_\_

MONTHLY SALARY: \_\_\_\_\_ NET / GROSS (Please Circle One) FULL TIME  PART TIME

**ADDITIONAL/ CHARACTER REFERENCES:**

(Other than Family Members)

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

CLOSEST RELATIVE: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

**Tenant Screening Criteria**

- **Minimum of two references from unbiased sources, including at least one landlord reference (preferably present & previous landlord/ agent)**
- No pets of any kind are allowed unless authorized by the landlord. A pet deposit will be required (half of the months' rent) and a signed pet agreement will be required
- Maximum of two people to occupy each bedroom in a property

All Personal information gathered by the Landlord or Agent shall be used only for the purpose of checking the applicant(s) suitability prior to entering into a rental or lease agreement. This Confidential Rental Application personal information shall not be shared with other persons, authorities, or entities.

We respect your privacy and have adopted a Privacy Code that manages the way in which we hold, use and protect your personal information. This code can be viewed in our office or via the Internet at [www.royallepagenainimo.ca](http://www.royallepagenainimo.ca). If you wish to limit how we use your information or our relationship with you, please contact our Privacy Officer.

**TENANCY WILL BE DENIED** if you misrepresent any information on this application. If misrepresentations are found after the rental agreement is signed, your rental agreement will be terminated.

*I certify the information provided in this application is true and correct*

**I Hereby Agree To Have the Landlord or Agent Conduct Credit and Personal Checks**

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**WE RESERVE THE RIGHT NOT TO PROCESS INCOMPLETE APPLICATIONS.  
PLEASE ENSURE ALL INFORMATION IS FILLED OUT IN FULL.**

**ALL INFORMATION IS DEEMED CONFIDENTIAL**