

APPLICATION TO LEASE

Address of Premises: Suite # \_\_\_\_\_, 1616 – 1<sup>st</sup> Street NE, Calgary AB T2E 4A1.

Name of Applicant(s): \_\_\_\_\_

Rent: \$ \_\_\_\_\_ Term: \_\_\_\_\_, 20 \_\_\_\_\_ to \_\_\_\_\_, 20 \_\_\_\_\_.

Application Deposit: \$ \_\_\_\_\_ shall be applied towards the first month rent of \$ \_\_\_\_\_ upon approval of this Application.

Amenities included are indicated by an "X":

Fridge \_\_\_\_\_ Stove \_\_\_\_\_ Dishwasher \_\_\_\_\_ Washer \_\_\_\_\_ Dryer \_\_\_\_\_ Microwave \_\_\_\_\_ Window Coverings \_\_\_\_\_

I understand this is a NO SMOKING building. \_\_\_\_\_

TERMS OF APPLICATION:

1. The lease that will be prepared from this Application is a fixed term lease commencing at 12 noon of the first day of the month and ending at 12 noon on the last day of the term specified.
2. All persons over the age of 18 who will reside in the premises are identified on this application and shall use the premises as a residential dwelling only. All adults must provide a copy of their driver's license or other government photo ID.
3. Upon communication to the applicants of the approval and acceptance of their Application to lease, the application deposit shall be deposited forthwith by the landlord. If the tenant fails to take possession of the premises or fails to execute the landlord's standard form of lease, ALL deposits shall be forfeited as liquidated damages. If the landlord declines the application, the application deposit shall be returned to the applicant.
4. Representation: the landlord and agent represent and warrant that the information on the front page of this application represents the financial considerations, the term of the lease and the equipment provided. The premises are offered "as is" and no other representations have been made verbally to induce the applicant to make this Offer to lease. The applicant acknowledges that the relationship with Marquee on 16<sup>th</sup> is that of a customer and Marquee on 16<sup>th</sup> is not an agent of the applicant.
5. You will be responsible for removal of pet hair and waste from the balcony/patio and premises and for any damage caused from having an approved pet on the premises and for the cost to remove any noticeable odour remaining at the termination of the tenancy in the premises.
6. You agree to obtain an all risk & comprehensive insurance to insure your effects from loss of water fire, theft and third party insurance.
7. In order to ensure optimal state of repair and to ensure that the property has no deferred maintenance requirements. Marquee on 16<sup>th</sup> will conduct an inspection within three months after tenant occupancy and regularly thereafter.

In order to process this application as quickly as possible and to ensure that you have a complete understanding of our procedures, we have outlined the steps we believe are necessary to make this a smooth transition from applicant to occupant.

1. No application will be processed if we do not have an application deposit and all information requested on the application: name and phone numbers of your current and previous landlord or realtor if you have recently sold your home. Contact information for immediate supervisor/owner/HR personnel. Please advise these persons that we will be calling as in some cases they will not confirm information without your prior authorization. A letter of employment, on company letterhead, would alleviate some of the delays.
2. The normal time for an application to be processed is 48 hours. Delays may occur if we have difficulty contacting references or employers. You can help speed up this process by providing current phone numbers and/or email addresses. Applications are assessed based on suitability for the property, past references, credit history and time of receipt in our office.
3. You will be contacted by telephone and/or email as soon as we have processed your application.
4. Lease documents are to be signed in our office or sent via email prior to move in. A move in appointment date, along with elevator reservation, is required with the property manager to ensure there are no scheduling conflicts with other Marquee residents.
5. You must contact an energy provider (electricity) prior to occupancy to set up your account. This must be completed by the lease holder.
6. PAD; Pre Authorized Debit, can be arranged to ensure your rent is paid on time.
7. The privacy of personal information policy of Marquee on 16<sup>th</sup> is to collect and verify only that information deemed necessary to confirm the suitability and financial capability of an applicant applying for tenancy. The information will not be disclosed to any other person or corporation unless required by law or you vacate the premises owing arrears for rent or damages. This information may be reported to credit reporting agencies and credit granting companies.

I (We) the Applicant(s) hereby certify that the information contained on this application is true and correct and authorize Marquee on 16<sup>th</sup> to confirm all information including obtaining a credit report. I (We) acknowledge that the landlord and its agent is relying on this information in making all decisions relating to the applicant and offer to rent. This application is binding upon all parties as soon as it has been accepted by the landlord or agent and approval communicated to the applicant.

APPLICANT(S): \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Witness: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

APPLICANT(S) INFORMATION:

Name: _____	Name: _____
Current Address: _____	Current Address: _____
City: _____ Province: _____ Postal Code: _____	City: _____ Province: _____ Postal Code: _____
Cell Phone: _____ Business Phone: _____	Cell Phone: _____ Business Phone: _____
Email: _____	Email: _____
SIN No.: _____	SIN No.: _____
Date of Birth: _____	Date of Birth: _____
Inside Smoker: _____ Outside smoker: _____	Inside Smoker: _____ Outside smoker: _____
Driver's License: _____	Driver's License: _____
Vehicle (make/model/year/color): _____	Vehicle (make/model/year/color): _____
License Plate: _____ Province: _____	License Plate: _____ Province: _____
Pet: breed _____ age _____ size/weight _____ licensed _____ neutered/spayed _____	Pet: breed _____ age _____ size/weight _____ licensed _____ neutered/spayed _____

EMPLOYMENT INFORMATION:

Current Employer: _____	Current Employer: _____
Address: _____	Address: _____
Supervisor/HR: _____	Supervisor/HR: _____
Contact Phone: _____ Email: _____	Contact Phone: _____ Email: _____
Gross Monthly Salary: \$ _____	Gross Monthly Salary: \$ _____
Length of Employment: _____	Length of Employment: _____
Previous Employer: _____	Previous Employer: _____
Contact Phone: _____ Email: _____	Contact Phone: _____ Email: _____
Length of Employment: _____	Length of Employment: _____
Other Income: _____ Amount: _____	Other Income: _____ Amount: _____

RENTAL HISTORY:

Current Landlord: _____	Current Landlord: _____
Contact Phone: _____ Email: _____	Contact Phone: _____ Email: _____
Date of Occupancy: _____	Date of Occupancy: _____
Rent: _____	Rent: _____
Reason for Leaving: _____	Reason for Leaving: _____

PREVIOUS RENTAL HISTORY:

Previous Landlord: _____	Previous Landlord: _____
Contact Phone: _____ Email: _____	Contact Phone: _____ Email: _____
Address: _____	Address: _____
Term of Occupancy: _____	Term of Occupancy: _____
Rent: _____	Rent: _____
Reason for Leaving: _____	Reason for Leaving: _____

*I (We) the undersigned, warrant the truth, completeness and accuracy of the foregoing information and hereby authorize and consent to Marquee on 16 obtaining further information about me/us and to check the information that has been given by me/us. Marquee on16 may also disclose information about me/us to credit bureaus, other persons with whom I/we have or propose to have financial dealings, my/our employer, and previous landlords, for the purpose of checking and verifying my /our employment information, rental history and credit history in order to approve my/our tenancy. Marquee on 16 may also disclose information about me/us if it believes the disclosure is required by law. I (We) agree that the information so received and this application may be retained by Marquee on 16.*

Date: \_\_\_\_\_  
Signature(s): \_\_\_\_\_

FOR OFFICE USE ONLY

Approved/Verified By: \_\_\_\_\_  
Occupancy Date: \_\_\_\_\_  
Notified Applicant: \_\_\_\_\_