

APPLICANTS MUST SEE THE RENTAL UNIT BEFORE AN APPLICATION WILL BE PROCESSED. PLEASE CALL OUR OFFICE TO ARRANGE A SHOWING IF YOU HAVE NOT SEEN THE UNIT.

RESIDENTIAL RENTAL APPLICATION

Please submit to:
 Email: reception@genedco.com
 Apply online at www.genedco.com
 Paper copies can be submitted to:
 711 Ontario Street, Cobourg, ON
 Office Hours: M-F 9:00am to 4:30pm

**PLEASE COMPLETE ALL SECTIONS.
 INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.
 MARK "N/A" IN AREAS THAT DO NOT APPLY.**

UNIT SIZE: <input type="checkbox"/> Bachelor <input type="checkbox"/> 1 Bedroom <input type="checkbox"/> 2 Bedroom <input type="checkbox"/> 3 Bedroom <input type="checkbox"/> Townhouse <input type="checkbox"/> Basement				
Building Address : _____		Unit #: _____	Occupancy Date: _____	Desired Lease Term: _____
PERSONAL INFORMATION – MUST BE ACCOMPANIED BY PHOTOCOPY OF DRIVERS LICENSE				
APPLICANT'S Full Name:			H. Phone #:	W. Phone #:
First	Initial	Surname	Email address:	
SIN (Optional)	Date of Birth	Emergency Contact:		
CO-APPLICANT'S Full Name:			H. Phone #:	W. Phone #:
First	Initial	Surname	Email address:	
SIN (Optional)	Date of Birth	Emergency Contact:		
OTHER OCCUPANTS		RELATIONSHIP	AGE (Optional)	
1.				
2.				
3.				
RESIDENTIAL & PERSONAL HISTORY				
Present Address (FULL):			How long there:	Reason leaving:
Landlord	phone #	Rent amount		
Previous Address (FULL):			How long there:	Reason leaving:
Landlord	phone #	Rent amount		
Previous Address (FULL):			How long there:	Reason leaving:
Landlord	phone #	Rent amount		
Have you ever been evicted (details): _____	Pet (type & weight): _____	Have you been convicted of a crime: _____ Have you ever filed for bankruptcy: _____		
INCOME INFORMATION				
APPLICANT'S Income Information PLEASE NOTE: LETTER OF EMPLOYMENT IS BENEFICIAL TO APPLICATION PROCESS*				
Status: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Student <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed <input type="checkbox"/> Other				
Employer or income source		<input type="checkbox"/> Current <input type="checkbox"/> Previous	Length of time at this income source:	
Employers or income source Address				
Supervisor / Caseworker		Phone #	Net income per week \$ _____	
CO-APPLICANT'S Income Information				
Status: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Student <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed <input type="checkbox"/> Other				
Employer or income source		<input type="checkbox"/> Current <input type="checkbox"/> Previous	Length of time at this income source:	
Employers or income source Address				
Supervisor / Caseworker		Phone #	Net income per week \$ _____	

REFERENCES

Personal Reference	Address:
Phone #	Email:
Personal Reference	Address
Phone #	Email:

AUTOMOBILES

MAKE/MODEL	YEAR / COLOR	LICENSE PLATE NUMBER	PROVINCE
1.			
2.			
3.			

ADDITIONAL INFORMATION/QUESTIONS

If the applicant does not provide a Social Insurance Number, please ensure full legal name and date of birth has been provided.
 I hereby certify that the above information is true and complete and that I have not withheld any information relevant to this application. It is also understood that the property management and/or owner reserve the right to reject this application at their sole discretion. I have read and understand these conditions.

Applicant Signature: _____ Date: _____

Co-Applicant Signature _____ Date: _____

**** Please allow a minimum of 72 hours (3 business days) for Application Processing ****

ACKNOWLEDGEMENTS, PRIVACY & CONSENT INFORMATION

The undersigned acknowledges and agrees that this application for tenancy in no way constitutes a tenancy agreement between the Landlord and the applicant to rent any rental premises, and I/we understand that any tenancy agreement or lease will be entered into only upon the acceptance of this application by the Landlord, and is subject to the provisions and conditions described therein.

The undersigned acknowledges and agrees that I/we have been afforded the opportunity to examine the Landlord's privacy policy, and understand that refusal to provide certain information may result in our tenancy being refused if the Landlord cannot determine credit or tenant worthiness.

The undersigned agrees that upon the Landlord's acceptance of this application, a binding tenancy agreement shall be created between the parties, and the undersigned shall enter into a written tenancy agreement on the Landlord's usual form prior to possession of the premises, and the deposit shall be applied as set out above, and the undersigned shall take possession of the rental unit upon the terms set out herein.

This consent information is required in order that the landlord may comply with the federal *Personal Information Protection and Electronic Document Act*. The Landlord agrees to keep the supporting information in this application confidential except as described herein.

I/we hereby give permission to the Landlord or their Agent(s) to obtain at any time a consumer/credit report about me/us, to contact previous landlords to obtain information about my/our previous tenancies, to contact agencies that provide landlord information, to contact my employers and references, and to take any other reasonable steps necessary to assess this Rental Application, or for any renewal or extension of my/our tenancy.

I/we also provide my/our consent to the Landlord or their Agent(s) to disclose information in my Rental Application and any information arising from any tenancy between us to any third party for the purposes of providing a consumer/credit report or contributing information to a database of tenant information made available to landlords or their agents.

I/we also provide my/our consent to the Landlord or their Agent(s) to disclose any information contained herein and any information in the tenancy agreement to present or future mortgagees, potential purchasers, utility providers, accountants, government agencies, financial institutions, insurance providers, telecommunications providers, financial institutions, lenders and prospective lenders.

This consent is given under the provisions of the *Personal Information Protection and Electronic Document Act*. This consent is valid until revoked in writing. A tenant or prospective tenant may, at any time, request from the landlord's Privacy Officer our complete Privacy Policy, and may request that said officer provide information about the data collected and retained with respect to the tenant or prospective tenant, and may also obtain a Privacy Complaint Form for the purpose of resolving disputes with respect to the use of said information.

Applicant Signature Date Co-Applicant Signature Date

FOR OFFICE USE ONLY				
REFERENCE VERIFICATION		APPLICATION	DEPOSITS	
___ Present Address	___ Landlord Contacted	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	Date	Amount
___ Previous Address	___ Landlord Contacted	Date: _____ Initials: _____	_____	_____
___ Employment				
___ Co-Applicant		Final Building & Apt. #: _____	_____	_____
___ Present Address	___ Landlord Contacted	Date of Occupancy: _____	_____	_____
___ Previous Address	___ Landlord Contacted			
___ Employment				

GUARANTOR INFORMATION (2015 EDITION)

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Landlord Legal Services, Belleville Ontario Canada

LANDORD'S AGENT:
GENEDCO PROPERTY MANAGEMENT LIMITED
PHONE: 905-372-4420 1-866-339-8781 FAX: 905-372-4616

_____ (Applicant) has applied to become a
Tenant of _____ (RENTAL).

A Guarantor is required to ensure that all rent and damage to the rental premises are paid.
You have been identified as a potential Guarantor by the Applicant. If you agree to act as Guarantor,
please complete and return this form to the address below.

Guarantor's Name _____ **Phone** _____

Address _____ **Postal Code** _____

Employer _____ **Phone** _____

Address _____ **Postal Code** _____

Monthly Income _____ (Gross)

Bank _____

Branch Address _____ **Postal Code** _____

Social Insurance Number _____ **D.O.B.** _____ (YEAR/MONTH/DAY)

I agree to act as Guarantor for the above-named Applicant in connection with a potential Residential Tenancy Agreement between the Landlord and the Applicant. I guarantee that if the Applicant becomes a Tenant, I will be responsible for the Tenant's rent payment obligation, and to pay for any damage to the rental premises caused by the Tenant's willful or negligent act. I also agree that if required by the Landlord, I will provide a letter from my banking institution indicating that all of my accounts are in good standing. My signature below shall serve as confirmation that the above information is accurate and that I am giving permission to the Landlord to check and confirm the information through credit and employment checks, as deemed necessary by the Landlord.

Guarantor's Signature

Date