

RENTAL APPLICATION

INSTRUCTION: Please complete all sections on both pages. Please print all information. Mark "NA" in any blanks that do not apply.

Then send to **306 The West Mall Inc.**

Phone: 416-989-6781 Fax: 416-236-7798

50 Paxman Rd. Unit 12, Toronto, ON., M9C 1B7

Apartment Size Required: ☐ Bachelor ☐ 1 Bedroom ☐ 2 Bedroom ☐ 3 Bedroom

Building Address: 306 The West Mall

Unit #:

Rental Rate:

Date Required:

PERSONAL INFORMATION

Applicant's Full Name:

Home Phone #

First Initial Surname

Work Phone #

SIN

Date of Birth

Marital Status: ☐ Single ☐ Married ☐ Divorced ☐ Common Law

Do you Smoke: ☐ Yes ☐ No

Any Pets:

Co Applicant's Full Name

Home Phone #

First Initial Surname

Work Phone #

SIN

Date of Birth

Marital Status: ☐ Single ☐ Married ☐ Divorced ☐ Common Law

Do you Smoke: ☐ Yes ☐ No

Any Pets:

Other Resident's (Include Children)

Relationship

Age

RESIDENTIAL HISTORY

Present Address

Street

City

Postal Code

How Long There

Rent Amount

Landlord

Phone #

Reason for Leaving

Previous Address

Street

City

Postal Code

How Long There

Rent Amount

Landlord

Phone #

Reason for Leaving

EMPLOYMENT HISTORY

Applicant's Employment History

Status: ☐ Full Time ☐ Part Time ☐ Student ☐ Retired ☐ Unemployed ☐ Other

Employer:

☐ Current

☐ Previous

Length
Of Employment

Reason for Leaving

Supervisor/Caseworker

Phone #

Income

Co-Applicant's Employment History

Status: ☐ Full Time ☐ Part Time ☐ Student ☐ Retired ☐ Unemployed ☐ Other

Employer:

☐ Current

☐ Previous

Length
Of Employment

Reason for Leaving

Supervisor/Caseworker

Phone #

Income

LOANS

Institution	Address	Monthly Payment	Balance
1.			
2.			
3.			

AUTOMOBILES

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

EMERGENCY CONTACT INFORMATION

In Case of Emergency, contact:		Phone #
Address	Relationship	
How did you learn about this property?		

NOTE: Upon execution of the lease and occupancy of the premises by the tenant, the deposit, if there is one shall become a rent deposit to be applied towards the last months rent.

TERMS AND CONDITIONS

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. I have read and understood these conditions.

I/we have the right to verify the information about me/us held by credit reporting agencies, that the landlord and its agents are entitled to rely on such credit reports as being correct, and I/we release and claim I/we may have arising from reliance on that information.

I/we herby give irrevocable permission to the Landlord or its agents 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 references, and to take any other reasonable steps necessary to assess this rental application or for any amendment or renewal of my/our tenancy. I/we provide my/our 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 third party for the purpose of contributing information to as database of tenant information to be used in providing consumer/credit reports.

Applicant Signature _____ Date _____ Co-Applicant Signature _____ Date _____

FOR OFFICE USE ONLY

REFERENCE VERIFICATION	APPLICATION	DEPOSITS	
☐ Present Address ☐ Previous Address ☐ Employment ☐ Co-Resident ☐ Bank ☐ Chequing ☐ Saving ☐ Credit ☐ Loans	☐ Approved ☐ Not Approved Date Initials Final Building & Apt. # Date of Occupancy		

Thank you for choosing this location.

The following documentation is required in order to begin and complete the application process.

1. Please complete **one application for each adult** (18yrs+).
2. Complete each application fully and legibly which will allow us to conduct our own credit check. (Please note that we do not except outside reports)
3. Submit your application(s) with the following:
 - A current Letter of Employment
 - A current pay stub/proof of income for each adult applicant if self-employed

Upon receipt of all items, the application will be processed, which may take up to three business days. You will be contacted once your application has been processed.

If NOT approved, the above documentation will be available for pick up at our business office Monday to Friday, 9:00 AM to 5:00 PM.

If approved, the following documentation is required before unit keys will be provided:

1. A signed 306 The West Mall Tenancy Agreement (Lease)
2. Last month's rent in cash or certified funds, payable to: **306 The West Mall Inc.**
3. First month's rent in cash or certified funds (Rent will be pro-rated if the move-in date is after the first of the month)
4. A Refundable Key Deposit, in cash or certified funds, in the amount of \$35.00 per key.
5. Proof of Renter's Insurance including contents and liability

If you have any questions or require more information, please contact us at **416-989-6781** or e-mail us by visiting our website: <http://306thewestmall.com/>

Thank you

306 The West Mall Inc.