



Rental Application

Dear Applicant:

Thank you for your interest in Kente Property Management.

This form can be filled in, saved, and printed. You may need to download the Application Form and use Adobe Reader (<https://get.adobe.com/reader>) to be able to complete it. Once you have the form completed, you can email it to reception@kentemanagement.com as an attachment.

In order to process your application in a prompt manner we ask that you review the following:

The application must be filled out completely by all proposed applicants.

We endeavor to process applications within 24-48 hours of receipt of the application during regular business hours. Applications received after regular office hours will be processed the next business day. **Please be advised that applications that are not filled out completely will hold up this process.**

We require a copy of a current pay stub along with the application form.

A letter of reference from current and prior landlords will help expedite the application process.

Once your application has been accepted, and you have met with the property manager for the viewing of a unit, a **NON REFUNDABLE DEPOSIT** is required within 48 hours (unless otherwise directed by our office). This deposit is to be paid by **certified cheque, money order or Debit** at our office located at 208 Front Street, Suite 200 during regular business hours Monday-Thursday 8:30am - 4:30pm and 8:30am - 4:00pm on Friday, Closed for Lunch daily from 12:00pm until 12:30pm.

Upon Move in and signing of the **one year lease** you will be required to provide the following:

- Verification that utilities (hydro and/or water), if applicable, has been transferred to your name
- A cheque for the first month's rent
- Up to date vehicle information
- Up to date telephone number

I understand that:

- The monthly rent is payable on the first day of each month
- If my application is accepted, I must pay a deposit within 48 hours, by certified funds, that will be applied as rent to the last month of my tenancy, deposit is **non refundable**
- I must also pay the first month's rent **prior** to entering into the Residential Tenancy Agreement
- If applicable I will arrange to have the appropriate utility companies place the account(s) in my name, prior to taking possession of the premises
- I may be required to provide a Guarantor to guarantee payment of rent and any costs for damage that I may cause

Thank you for your application.

How did you hear about Kente
Property Management?

PERSONAL INFORMATION

First Name:

Middle Initial:

Last Name:

Date of Birth (mm/dd/yy):

Social Insurance Number:

Home Phone Number:

Work Phone Number:

Cell Phone Number:

Email Address:

Move In Date:

Location Address or Unit or # of
Bedrooms:

Of Proposed Additional
Occupants:

All Other Proposed Occupants:

1) First Name:

Middle Initial:

Last Name:

Relation:

Birth Date:

2) First Name:

Middle Initial:

Last Name:

Relation:

Birth Date:

3) First Name:

Middle Initial:

Last Name:

Relation:

Birth Date:

4) First Name:

Middle Initial:

Last Name:

Relation:

Birth Date:

Additional Occupants and Birth
Dates:

RENTAL HISTORY (Please provide a phone number or letter of reference from your landlord)

1) Present Address:

City:

Province:

Postal/Zip Code:

Country:

Landlord Name:

Phone Number:

Date In:

Date Out:

Reason for Moving:

2) Previous Address:

City:

Province:

Postal/ZIP Code:

Landlord Name:

Phone Number:

Date In:

Date Out:

Reason for Moving:

EMPLOYMENT INFORMATION

Present Employer/Source of
Income:

Employer Phone:

Current Gross Income:

Per:

Week

Month

Year

SECOND APPLICANT PERSONAL INFORMATION

First Name:

Middle Initial:

Last Name:

Date of Birth (mm/dd/yy):

Social Insurance Number:

Home Phone Number:

Work Phone Number:

Cell Phone Number:

Email Address:

SECOND APPLICANT RENTAL HISTORY (Please provide a phone number or letter of reference from your landlord)

1) Present Address:

City:

Province:

Postal/Zip Code:

Country:

Landlord Name:

Phone Number:

Date In:

Date Out:

Reason for Moving:

2) Previous Address:

City:

Province:

Postal/ZIP Code:

Landlord Name:

Phone Number:

Date In:

Date Out:

Reason for Moving:

SECOND APPLICANT EMPLOYMENT INFORMATION

Present Employer/Source of
Income:

Employer Phone:

Current Gross Income:

Per:

Week

Month

Year

VEHICLE INFORMATION

Driver's License #1:

License Plate #1:

Driver's License #2:

License Plate #2:

PERSONAL REFERENCES (No family members please)

Applicant #1

First Name:

Middle Initial:

Last Name:

Phone Number:

Applicant #2

First Name:

Middle Initial:

Last Name:

Phone Number:

PETS

Do you have pets?

Yes

No

Please tell us about your pets
(type and size):

SMOKING

Are you a smoker?

Yes

No

Yes, but only outside

PLEASE READ BEFORE SUBMITTING YOUR APPLICATION

I agree that if my application is accepted but the tenant who currently occupies the subject premises fails or refuses to vacate the premises prior to the intended commencement of my tenancy, then I shall only be entitled to the return of any money paid to the landlord, without interest or deduction, and my right to the proposed tenancy shall come to an end, without any further claim against the landlord.

I agree that if my application is accepted, and the terms and conditions of the Residential Tenancy Agreement are within the parameters of the Residential Tenancies Act, I will sign the Residential Tenancy Agreement with the landlord, and I will comply with all terms and conditions contained in the Residential Tenancy Agreement.

I consent to permitting the landlord to check and confirm my credit history, credit references, rental history, employment history and income amount, and to exchange any information to verify the above as permitted under the Ontario Human Rights Code.

I consent to the sharing of my information with our partners.

I agree that if my application is approved, but the first month's rent is not received in full prior to the signing of the Residential Tenancy Agreement, or I do not sign the Residential Tenancy Agreement, then the landlord shall not be obligated to rent the premises to the applicant, and the landlord may, at its option, keep all or a portion of the monies paid, to offset any losses it may have or will incur as a result of the applicant's failure to fulfill the commitments as agreed.

I agree that all information given is to be legal and true. Not complying (falsifying information) is grounds for immediate eviction should this application be approved.

By submitting the application, you confirm that you have read and agreed to all information presented above as well as reading the Application Information Letter.
