



ALBERTA PROPERTY MANAGEMENT SOLUTIONS INC.

Address Applied for: _____

Date possession is requested: _____

Length of Lease: _____

Pets? Yes _____ **IF YES, STATE WHAT KIND AND HOW MANY** NO _____

Important: THE CONSENT TO DISCLOSE PAGE OF THIS APPLICATION FORM MUST BE SIGNED OR WE CAN'T PROCESS YOUR APPLICATION. Failure to fill this form out correctly and completely may result in your application being denied.

Applicants full legal name	
Date of birth	
Social Insurance number	
Home phone number	
Work phone number	
Cell phone number	
Email Address	

Current Address	
City and Province	
Postal Code	
Do you rent or own current residence	
If renting, current landlord's name	
Landlord's phone number	
Current rent or mortgage	
Date you moved to your current residence	
Date your current lease expires	
Reason for moving	
Have you given 30 days notice	

Previous address	
City and province	
Postal Code	
Did you rent or own this property	
If rented, Landlord's name	
Landlord's phone number	
Length of stay	
Reason for moving	

Name of your current employer	
Your Job title	
Address of Employer	
Name of Human Resources Rep	
Supervisor's phone number	
Employment start date	
Monthly gross income	

Name of your prior employer	
Your Job title	
Address of Employer	
Name of Human Resources Rep	
Supervisor's phone number	
Employment start date	
Employment end date	
Monthly gross income	

Other regular sources of income (such as child support, family allowance, or other income)	
Amount per month	

Name, Age and Relationship of all intended occupants; Picture ID is required for all applicants over the age of 18.

Name	
Age	
Relationship	
Name	
Age	
Relationship	
Name	
Age	
Relationship	

Name of Reference	
Reference's occupation	
Reference's phone number	
How do you know this person	
How long have you know this person	

Name of Reference	
Reference's occupation	
Reference's phone number	
How do you know this person	
How long have you know this person	

Relatives or friends who can be contacted in case of emergency

Name	
Phone Number	
Relationship to you	

I hereby apply for the rental premises as indicated on page one of this application form. I understand that by signing this application, a binding offer to rent or lease said premises is created and in the event that the Landlord accepts my application and I withdraw or cancel, I understand my deposit will be forfeited and I will be bound to the terms of this application making me liable for any loss of income incurred by the Landlord as a result of my cancellation. If accepted, I agree to sign a lease and/or written tenancy agreement. I understand that a credit, reference and other relevant investigation will be undertaken to determine my rental, court, tribunals, employers, and personal references to disclose any pertinent information about me.

In the event that the landlord does not accept this application, reasons for refusal shall not be divulged, but my deposit will be refunded in full.

This application is governed by the local laws and Province in Canada as the law requires.

Date: _____ Applicant's Signature: _____

Date: _____ Applicant's signature: _____

INFORMED ADDITIONAL SEARCH CONSENT FORM

Personal Information Please Print (Applicant to Complete)				
Surname		First Name		Middle (Second) Name
Maiden Name or Other Surnames Used (if applicable):			Place of Birth (If other than Canada, please also note date entry)	
Date of Birth (YYYY-MM-DD or YYYY-Jan-01)	Sex MF	Phone Number	Driver's Licence # *Required for Driver's Abstract	SIN # *Required for Credit Report
# Number	Street Name	Apt / Unit #	City / Province / Country	Postal Code
Previous Address(es) Provide if you did not reside at above address for more than five (5) years				
# Number	Street Name	Apt / Unit #	City / Province / Country	Postal Code
# Number	Street Name	Apt / Unit #	City / Province / Country	Postal Code
RELEASE AUTHORIZATION AND WAIVER By signing this form, I certify that the information set out by me in this application is true and correct to the best of my ability. I am aware and give consent to the release of information to Xpera HRservices and its partner to disseminate and transmit the results electronically or in hard copy to a location in/or outside of Canada. The information is collected and disclosed according to the Federal Privacy Act, MFIPPA, PIPA, PIPEDA and Quebec Privacy Laws. It may also be subjected to applicable international privacy legislation i.e. U.S. Patriot Act. I hereby release and forever discharge all members and employees of Xpera HRservices from any and all actions, claims and demands for damages, loss or injury which may hereafter be sustained by myself, as a result of the disclosure of information to Xpera HRservices and its partners named below.			I HEREBY CONSENT TO THE SEARCH AND RELEASE OF: Additional Searches Listed Below Bankruptcy <input type="checkbox"/> Employment Verification <input type="checkbox"/> Civil <input type="checkbox"/> ID Verification <input type="checkbox"/> Credential Verification <input type="checkbox"/> Media Search <input type="checkbox"/> Credit Report <input checked="" type="checkbox"/> Reference Check <input type="checkbox"/> Driver's Abstract <input type="checkbox"/> SIN Validation <input type="checkbox"/> Education Verification <input type="checkbox"/>	
NO DIGITAL SIGNATURES			Signed this _____ day of _____, 20____ _____ SIGNATURE OF APPLICANT	

Additional Information	
_____ _____ _____ _____	
Authorization for Requested Search/es (Employer / Company Representative to Sign)	
Employer / Company Name	

Company Representative Name	Company Representative Signature
_____	_____
Email Address	Phone Number
_____	_____

REQUIREMENTS PRIOR TO LEASING

- Tenant's insurance- \$1,000,000 liability
**Contact Sharp Insurance and quote Alberta Property Management for preferred group policy pricing. Visit: www.sharpinsurance.ca/programs.php or call: 1-844-438-4768.*
- Photo ID
- Security Deposit (bank draft, money order) or e-transfer
accounting@apmsi.ca
- First month rent must be made by bank draft, money order or e-transfer to accounting@apmsi.ca and please use the password "security".
- Pet fee of \$500 per pet and picture of pet.
- Alberta Property Management requires the following account numbers when tenants are responsible for utilities:
 - a. **Electricity:** Direct Energy 1-888-420-3181 Enmax: 1-877-571-7111
 - b. **Natural Gas:** Direct Energy - 1-866-420-3174 Enmax: 1-877-571-7111
 - c. **Municipal water and sewer-** RMWB - 780-743-7965

Please note: Possession of keys and move in inspection is performed on the day of tenancy. If you wish to move in early, you will be charged for the days prior to tenancy.

WWW.ALBERTAMANAGEMENT.COM

Phone: 780-715-7270 Fax: 780-715-7378

E-Mail: leasing@apmsi.ca

262 Gregoire Drive, Fort McMurray, AB T9H 4K6

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