



RENTAL APPLICATION FORM

E-Mail: rentals@remaxofnanaimo.com OR Fax: 250-751-1300

DATE OF APPLICATION _____

I, the undersigned (called the Applicant) apply to rent the premises at: _____

RENT \$ _____ DATE OF OCCUPANCY DESIRED: _____ **ALL TENANCIES ARE A ONE YEAR TERM**

If the Applicant does not proceed with the Tenancy after being notified of acceptance of their Application and payment of the holding deposit, the holding deposit will be forfeited to RE/MAX of Nanaimo Property Management.

RE/MAX of Nanaimo Property Management and its employees act as Agent for the owner of the property and act solely on behalf of the owner at all times. I/We the tenants acknowledge there is NO AGENCY relationship between myself/us and RE/MAX of Nanaimo.

APPLICANT:

First Name: _____ Middle Name: _____ Last Name: _____

Birthdate: _____ Home #: _____ Cell #: _____

E-mail: _____

Vehicle Make/Model _____ Year _____ Colour _____ License # _____

2nd Vehicle Make/Model _____ Year _____ Colour _____ License # _____

Any other vehicles/trailers/boats etc: (only vehicles listed on this application will be permitted on the premises, unless otherwise agreed in writing)

Current Address _____ City _____ Prov _____ P/C _____

Landlord Name: _____ Landlord Phone: _____

Current rent \$ _____ Start Date _____ Reason for moving _____ Was notice given? _____

Previous Address _____ City _____ Prov _____ P/C _____

Previous Landlord Name: _____ Landlord Phone: _____

Monthly rent \$ _____ Start Date _____ End Date _____ Reason for moving _____

Previous Address _____ City _____ Prov _____ P/C _____

Previous Landlord Name: _____ Landlord Phone: _____

Monthly rent \$ _____ Start Date _____ End Date _____ Reason for moving _____

Current Employer _____ Your Position _____

Supervisors Name _____ Phone # _____

City _____ Prov _____ Length of employment _____

Monthly income _____ Average Hours worked per month _____

Previous Employer (if less than 3 years) _____ Phone # _____

All other occupant names, ages and relationship

Total number of persons in this tenancy will be _____ Adults _____ Children

Emergency contact person (not residing with you) _____

Relationship: _____ City: _____ Phone # _____

Please provide two personal references

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____

The applicant is aware that all properties are Non-Smoking Dwellings. Do you smoke? _____

Do you have pets? _____ If yes, (how many, what type / breed) _____

It is understood that **unless otherwise specified**, there are no pets permitted on the property. In the event a pet is accepted, a pet deposit of one half of one month's rent will be required in addition to the security deposit.

In the interest of protecting you, the landlord and RE/MAX of Nanaimo we require you carry a tenants' insurance package while a resident in the property. **Do you currently carry home insurance/tenant insurance?** _____

The applicant represents that statements made above are true and correct. The applicant hereby agrees to RE/MAX of Nanaimo obtaining personal and credit information reports on the applicant from one or more consumer reporting agencies, employers, current and previous landlords and/or other sources, in order to make a decision regarding this application to rent. This application authorizes the reporting agencies and all other persons to disclose information about me, the applicant, to RE/MAX of Nanaimo Property Management. **RE/MAX of Nanaimo Property Management, has the sole discretion, to not approve any application for tenancy without disclosing the reason to the Applicant.** RE/MAX of Nanaimo Property Management reserves the right to not process incomplete applications.

If this application is accepted, the Applicant understands that the above information will also be used and disclosed for responding to emergencies, ensuring the orderly management of the tenancy and complying with legal requirements.

RE/MAX of Nanaimo has adopted a privacy code in accordance with the requirements of the Residential Tenancy Act of British Columbia that can be viewed in our office or online at our website, rentalsnanaimo.com.

A piece of Government issued photo ID must be presented with application.

Signed and agreed  _____ Date _____

To help you sell, buy or lease real estate, REALTORS®, brokerages and real estate boards need to collect, use and disclose some of your personal information. This brochure provides you with information about, and obtains your consent to, such information handling practices.

DEFINITIONS

Personal Information means any identifiable information about you, including your name, address, phone number, financial information and may include information about your property (such as listing and selling price, lease rate, listing term, etc.).

A **REALTOR®** is a member of a real estate board, the British Columbia Real Estate Association (BCREA) and of The Canadian Real Estate Association (CREA). REALTORS® in BC are licensed under the *Real Estate Services Act*. **Brokerage** refers to the real estate company where your REALTOR® is licensed. The **boards** are the real estate boards of which the brokerage and the REALTOR® are members. REALTORS® provide MLS® services, which are professional services to effect the purchase and sale of real estate as part of a co-operative selling system, otherwise known as an MLS® System. A **MLS® System** is a member-to-member cooperative selling system for the purchase, sale or lease of real estate that is owned or controlled by a board, includes an inventory of listings of participating REALTORS®, and ensures a certain level of accuracy of information, professionalism, and cooperation amongst REALTOR® members.

How is my personal information collected?

Most personal information will be collected directly from you through the contracts and other documents you fill out (e.g., Multiple Listing Contract, Contract of Purchase and Sale, Offer to Lease, seller's Property Disclosure Statement) and through discussions you have with the REALTOR® to whom you are giving this consent. Some information may be collected from other sources such as government departments and agencies (e.g., Land Title Offices, BC Assessment), financial institutions and mortgage brokers.

To whom may my personal information be disclosed?

Your information may be disclosed to (or may be accessible by) the boards and their staff and members, other REALTORS® and their clients, government departments and agencies, financial institutions, legal advisors, service providers, the British Columbia Real Estate Association, the Real Estate Council of British Columbia, The Canadian Real Estate Association and members of the public, for the purposes described below.

Not all of your information will be accessible to each of the above-mentioned entities. For example, once the listing term has ended, the general public will not have access to your information, unless it is otherwise available through public registries (e.g., Land Title Offices, BC Assessment).

1. PRIMARY USES

Why is my personal information collected, used and disclosed?

Your personal information may be collected, used and disclosed for some or all of the primary uses set out below.

- To allow members of real estate boards (including REALTORS® and appraisers) to appraise your property.
- To list/market your property on the MLS® System.
- To market your property through any other media (both print and electronic).
- To help you locate a suitable property to buy or lease.
- To facilitate the purchase and sale or lease transaction (by cooperating with financial institutions, legal advisors and government departments and agencies).
- To allow the boards (including REALTORS®) to compile current and historical statistics on sales and property prices and lease rates, and to conduct comparative market analyses. Information about your

property will be retained in the MLS® System for these purposes after your property has sold or leased or your listing has expired (if you are a seller/landlord) and after you have purchased or leased your property (if you are a buyer/tenant).

- To enforce codes of professional conduct and ethics for REALTORS® (by cooperating with real estate boards, the British Columbia Real Estate Association, the Real Estate Council of British Columbia, The Canadian Real Estate Association and other regulatory bodies).
- To comply with legal requirements and to act pursuant to legal authorizations.

The above-mentioned primary uses are a necessary part of your relationship with the REALTOR® to whom you are giving this consent.

2. SECONDARY USES

Will my personal information be collected, used and disclosed for any other purposes?

Your personal information may also be collected, used and disclosed for the secondary uses set out below. These secondary uses are optional. If you do not want your personal information used or disclosed for any of these secondary uses, you may opt out of granting consent to any of them by initialing the "Opt Out" box(es) to the right of the secondary use(s) to which do you not want to consent.

- | | Opt Out |
|---|---|
| a) The REALTOR® to whom you are giving this consent may communicate with you in future to determine whether you require additional real estate services. | <input type="checkbox"/> <input type="checkbox"/> |
| b) The REALTOR® to whom you are giving this consent may communicate with you to provide information about other products or services that may interest you. | <input type="checkbox"/> <input type="checkbox"/> |
| c) Other REALTORS® may communicate with you to determine whether you require additional real estate services. | <input type="checkbox"/> <input type="checkbox"/> |
| d) The boards and REALTORS® (and survey firms on their behalf) may communicate with you to determine if you wish to participate in surveys. | <input type="checkbox"/> <input type="checkbox"/>
(Initials) |

If you do not opt out now, you may also withdraw your consent to these secondary uses, or any of them, in the future by contacting the REALTOR® to whom you are giving this consent or that REALTOR'S® board's privacy officer.

Contact information for all BC real estate boards can be found at the British Columbia Real Estate Association website: www.bcrea.bc.ca or telephone 604.683.7702.

ACKNOWLEDGEMENT

I/We consent to the collection, use and disclosure of personal information as described in this Privacy Disclosure and Consent brochure.

✓
PRINT NAME _____

✓
SIGNATURE _____

✓
DATE _____

PRINT NAME _____

SIGNATURE _____

DATE _____

PROPERTY MANAGER
RE/MAX of Nanaimo Property Management
BROKERAGE _____



Renting Residential Property: What Tenants Need to Know

This is a required disclosure form in compliance with sections 5-10 and 5-10.1 of the Rules under the *Real Estate Services Act*. Your real estate professional must present the ***Renting Residential Property: What Tenants Need to Know*** information page to you along with this disclosure form.

Real Estate Professional Disclosure Details

I disclose that I represent the owner of this rental property. I cannot represent you or act on your behalf.

Name

Team name and members. The duties of a real estate professional as outlined in this form apply to all team members.

RE/MAX of Nanaimo Property Management

Brokerage

Signature

Date

Rental property address

Notes:

Consumer Acknowledgment ▶ This is NOT a contract

I acknowledge that I have received the ***Renting Residential Property: What Tenants Need to Know*** consumer information page and this disclosure form. I understand that the real estate professional named above is not representing me as a client or acting on my behalf in this transaction.

Name (optional)

Initials (optional) Date

Name (optional)

Initials (optional) Date



Renting Residential Property: What Tenants Need to Know

Real estate professionals have a regulatory requirement to present you with this consumer information before providing services to you.

This information from the Real Estate Council of BC explains the role of a real estate professional when you are considering renting a property.

The real estate professional who gave you this form represents the owner of this residential rental property.

While this real estate professional can provide some limited services to you as a prospective tenant of this rental property, they owe a duty of loyalty to the owner, and are working for the owner's best interests.

The Real Estate Council of BC is the legislated regulatory agency that works to ensure real estate professionals have the skills and knowledge to provide you with a high standard of service. All real estate professionals must follow rules that help protect consumers, like you.

We're here to help you understand your rights as a real estate consumer.

Keep this information page for your reference and scan the QR code or visit recbc.ca for more information about real estate transactions.



This form sets out what this real estate professional can and cannot do for you as a prospective tenant in relation to this rental property.

They cannot:

- give you advice on terms and conditions to include in a tenancy agreement
- negotiate on your behalf
- share any of the owner's confidential information with you

Because this real estate professional is working in the owner's best interests, they have a duty to share important information with the owner if disclosed by you including, for example: your motivations, your financial qualifications, and your preferred terms and conditions.

They can:

- share statistics and general information about the rental property market
- provide you with standard forms and contracts such as a rental application and/or tenancy agreement
- show the property
- assist you to fill out a tenancy agreement
- communicate your messages and present your offers to their client

Find information about the rights and responsibilities of tenants and landlords from:

- BC Residential Tenancy Branch: gov.bc.ca/landlordtenant
- Tenant Resource & Advisory Centre: tenants.bc.ca



As a prospective tenant you should consider seeking independent professional advice about renting property.