

**#3 – 3078 Portage Avenue
Winnipeg, Manitoba
R3K 0Y2**



ELITE PROPERTY MANAGEMENT INC.

Phone 204-783-5483

Fax 204-233-5483

www.elitepropertymanagementwpg.com

LONG FORM APPLICATION

Thank you for viewing one of our properties. To help your application process move as quickly as possible, we ask that when you drop off your application to our office that you please bring the following:

- Government issue photo ID – if you do not have a government issue photo ID, we will accept a SIN card, birth certificate, health card, treaty card, etc. The more information you have, the better.
- Damage deposit in cash – this allows us to cut down on processing time for cheques, debits, etc. to clear your account.
- First months rent in cheque, money order, cash or debit if possession date is in 10 days or more; first months rent in cash if possession date is in less than 10 days.
- An application that is filled out completely. If there is a section in the application that does not apply to you, we ask that you write in that section “N/A” or “NO”. Please do not leave any sections blank.

If you have any questions or concerns regarding the application or application process, please do not hesitate to call us at (204) 783-5483 or come down to our office at #3 – 3078 Portage Avenue and we would be more than happy to help out.

Yours truly,

Jim Van Wyk
Owner/Manager

WHERE FRIENDS SEND FRIENDS FOR ALL THEIR REAL ESTATE NEEDS!

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RENTAL APPLICATION

(Everyone over 18 must fill out an application and be on lease)

Today's Date: _____ Date of anticipated move in: _____

Address applying for: _____

Monthly Rent: _____ Security Deposit: _____ Pet Deposit: _____

APPLICANT:

Full name of applicant: _____

Present address: _____

Telephone number (home): _____ (work): _____

Social Insurance Number: _____ Email: _____

Drivers License Number: _____

APPLICANT'S EMPLOYER:

Name of Employer: _____ Monthly Income: _____

Address of Employer: _____ Fax: _____

Telephone number: _____ Email Address: _____

SPOUSE

Full name of spouse: _____

Present address: _____

Telephone number (home): _____ (work): _____

Social Insurance Number: _____ Email: _____

Drivers License Number: _____

SPOUSE'S EMPLOYER:

Name of Employer: _____ Monthly Income: _____

Address of Employer: _____ Fax: _____

Telephone number: _____ Email Address: _____

Have you previously applied for Manitoba Housing? _____

Are you currently on their waiting list? _____

PRESENT LANDLORD:

Name of present landlord: _____

Telephone number (home): _____ (work): _____

Monthly rent: _____

Date of move in: _____ Date of move out: _____

PREVIOUS LANDLORD:

Name of present landlord: _____

Telephone number (home): _____ (work): _____

Monthly rent: _____

Date of move in: _____ Date of move out: _____

PERSONAL REFERENCES:

Name: _____ Phone Number: _____
Address: _____

Name: _____ Phone Number: _____
Address: _____

EMERGENCY CONTACT:

In case of emergency contact: _____
Telephone number (home): _____ (work): _____
Relationship to you: _____

OCCUPANTS:

List all occupants (and ages) of who will reside in home with you.

VEHICLES:

List all vehicles to be parked at premises:

Make: _____ Model: _____ Year: _____
License #: _____

PETS:

Type of Animal _____ Breed _____ Sex _____ Spayed/Neutered _____
Size _____ Age _____ Valid License _____

CREDIT/CRIMINAL HISTORY:

Bank name: _____
Telephone number: _____ Address: _____
Bank account number: _____
List all credit obligations with minimum monthly payment: _____

HAVE ANY OF THE OCCUPANTS LISTED ABOVE EVER BEEN:

Found guilty in court of a crime? _____
Received deferred adjudication for a crime? _____
Been evicted? _____ Broke a lease? _____
Declared bankruptcy? _____

The above listed applicant(s) declare that all statements made in this application are true and complete.

Applicant hereby authorizes Elite Property Management Inc. to verify all of the information in this application and obtain a credit report on the above listed applicant(s). If applicant or applicant's spouse has given any false information to the Landlord, they are entitled to reject the application.

**ALL QUESTIONS MUST BE ANSWERED IN ORDER TO PROCEED WITH
PROCESSING THIS APPLICATION. PICTURE I.D. IS REQUIRED.**

Signature of applicant: _____

Signature of spouse: _____

Signature of Property Manager: _____ Date: _____

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To Whom It May Concern:

I, _____, hereby irrevocably authorize and permit Elite Property Management Inc. to perform background checks and obtain information about me from credit reporting sources, current and past landlords, personal and professional references, employers, financial institutions, government agencies, and law enforcement agencies.

I also authorize and give permission for all parties listed to disclose and information requested about me to Elite Property Management Inc.

I further irrevocably authorize and permit Elite Property Management Inc. to obtain updated information from all credit reporting sources, current and past landlords, personal and professional references, employers, financial institutions, government agencies, and law enforcement agencies for the purpose of renewal of leases and for collection purposes should that be deemed necessary.

Thanks to all parties for your co-operation with this matter.

Rental Applicant (signature): _____


Date: _____

Phone Number: _____

Social Insurance Number: _____

Driver's License Number: _____

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RENT DIRECT

This is your full and sufficient authority to withdraw my/our rent directly from my/our bank account each month.

For verification purposes please attach a personal cheque marked “VOID”

Each payment shall be treated the same as if I/we had personally issued a written direction authorizing Elite Property Management Inc. (Elite) to debit the amount specified to my/our account.

This authorization is to remain in effect until the end of my/our signed lease. Upon signed acceptance of a renewal lease I/we agree that an increase in the monthly payments to the amount stipulated in the lease is authorized.

I/we acknowledge that all rent payments will be withdrawn from my/our account on the first (1st) of each month. If payment is returned for any reason (N.S.F./Stop Payment, etc.) Elite may (at their discretion) attempt to pull rent once more during the month. There will be a \$20.00 convenience fee charged for this plus returned item and late fees. If there are still no funds, I/we agree that I/we will bring in cash to Elite’s office a sufficient amount to cover the rent along with applicable late fees and returned item fees according to Residential Tenancies Branch (RTB) allowable charges.

I/we waive any and all requirements for pre-notification of debiting, including, without limitation, any charges in the amount due to increases in rent a per lease renewals.

If a dispute arises out of the withdrawal of funds I/we will approach Elite about it and if it cannot be resolved, may direct the dispute to Residential Tenancies Branch.

I/we warrant and guarantee that all person whose signatures are required to sign on this account have signed this agreement below and by signing have agreed to the terms/conditions stated above.

Date at Winnipeg, Manitoba this ____ day of _____, 20_____.

First Payment to start _____ for the property know as

_____.

Signature _____ Printed Name _____

Signature _____ Printed Name _____

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EMAIL CORRESPONDENCE AUTHORIZATION

Date: _____

To Whom It May Concern:

I, _____, from _____ hereby authorize and
(Print Name) (Address)

permit Elite Property Management Inc. to send me newsletters and general information

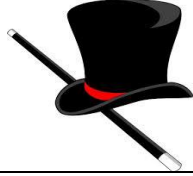
correspondence to the following email address _____.

(Tenant Signature)

(Birth month)

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Notice to all tenants Regarding the use of Cannabis and Smoking or Vaping in our Properties.

Date: October 18, 2018

We understand that this month Cannabis is scheduled to become legal to smoke or consume. We would like to take this opportunity to remind you that all our properties are smoke free at this time.

- **Cannabis smoking is NOT allowed inside/or on the premises of any of our properties.**
- **Growing or cultivating Cannabis or related products is NOT allowed inside/or on the premises of any of our properties.**
- **We do not allow vaping inside any of our properties.**
- **We do not allow Smoking of any kind inside any of our properties.**

As per the rules the Government has set out, regarding the use of Cannabis, people who live in a rental unit need the permission of the owner/property manager to smoke Cannabis in their unit or on the property.

We do not give anyone permission to Vape, Smoke Cigarettes or Cigars inside of the property (must smoke or vape outside).

We also do not give anyone permission to Grow, Cultivate or Smoke Cannabis or related products inside or on the premises of any of our properties.

Yours truly,

Jim Van Wyk
Owner/Manager
Elite Property Management Inc.

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