



THE KINGSVIEW

The following pages are attached to document:

APPLICATION

REQUIREMENTS

BANK FORM

EMPLOYMENT LETTER

LANDLORD LETTER

RESIDENTIAL TENANCY APPLICATION

I / We agree to rent from the Landlord **THE ELIA CORPORATION**

The premises known as _____ Suite # _____, a _____ bedroom suite.

APPLICANT'S PARTICULARS (Complete in full – please print clearly)

DETAIL	APPLICANT	APPLICANT	APPLICANT
NAME (Last / First)			
BIRTH DATE			
SOCIAL INSURANCE NO.			
PRESENT ADDRESS			
CITY AND POSTAL CODE			
LENGTH OF RESIDENCY			
HOME PHONE			
BUSINESS PHONE			
LANDLORD'S NAME			
LANDLORD'S PHONE			
PREVIOUS ADDRESS			
CITY AND POSTAL CODE			
LENGTH OF RESIDENCY			
LANDLORD'S NAME			
LANDLORD'S PHONE			
ANNUAL INCOME			
EMPLOYER'S NAME			
EMPLOYER'S PHONE			
OCCUPATION			
LENGTH OF EMPLOYMENT			
MAKE OF AUTO			
YEAR AND COLOUR			
PLATE NUMBER			
DRIVER'S LICENSE #			
REFERENCE			
Name			
Address			
Phone			

PROPOSED OCCUPANTS (Other than Applicants):

It is understood that only the Applicant(s) and occupant(s) are to occupy the rented unit. Any occupancy changes must be reported to Management and require the Landlord's written approval.

NAMES	Date of birth	NAMES	Date of birth
1.		3.	
2.		4.	

DETAILS OF OCCUPANCY

Parking: Outdoor: _____ spaces x \$ _____ per space per month : \$ _____
 Indoor: _____ spaces x \$ _____ per space per month : \$ _____

Base Rent \$ _____ + Parking: \$ _____ = TOTAL RENT : \$ _____

A pro-rated rent of \$ _____ will be paid in advance to cover the period from _____, 20__ to _____, 20__.

TERM TO COMMENCE : _____, 2008 term to end _____, 2009.

Monthly total payable to the Landlord or his Agent in advance on the first day of each month is \$ _____.

It is understood by the Applicant(s) that the sum of \$ _____ given by the Applicant(s) to the Landlord, will be held as a Last Month's Rent Deposit, bearing interest at the legislated rate, and refundable only if the Landlord does not accept this application within seven (7) business days.

In the event that I/We: a) fail to execute the Landlord's Tenancy Agreement for the Rented Premises, b) notify The Elia Corporation in writing of our intention not to take occupancy, or c) provide an invalid cheque, the premises will be placed on the available to rent list and a cancellation charge equal to the Last Month's Rent Deposit will be immediately payable.

By signing this application, I/We hereby consent that The Elia Corporation conduct and/or cause to be conducted, a credit investigation including confirmation of employment, income and previous tenancies and I/We further agree that such information may be shared with any other party with whom I/We have, or propose to have, a financial relationship.

I/We hereby acknowledge receipt of a copy of this application.

I/We have reviewed the above information and confirm that it is complete and correct to the best of my/our knowledge.

I/We understand that the approved application is conditional upon the signing of the Tenancy Agreement.

I/We understand that apartment/building **keys will not** be provided prior to the signing of the Tenancy Agreement.

PROVIDING FALSE INFORMATION IS A CRIMINAL OFFENCE.

DATED THIS _____ DAY OF _____, 200__.

Witness

Witness

Witness

X _____ Applicant
 X _____ Applicant
 X _____ Applicant

We hereby accept the above application.
 Date : _____

THE ELIA CORPORATION

REQUIREMENTS FOR COMPLETING A TENANCY APPLICATION

Dear Prospective Resident,

In order to process your rental application, we require that you provide the items listed below:

- Letter from your current employer stating length of employment and current salary. (If you are self employed, a copy of your Income Tax Return or an accountant's financial statements for the most recent two years.)
- Letter from your bank stating period of time that you have banked with them and your credit/account status (see attached);
- Letter from your current landlord
- Photo ID (Driver's license or Passport)
- A certified cheque or money order payable to "**The Elia Corporation**" For last month's rent in the amount of: \$_____. Upon approval, you will need a certified cheque or money order for the first month's rent at which time a one year lease will be signed;

The above information must be provided to us as quickly as possible in order to expedite the approval process.

RESIDENT SERVICES MANAGER: TARA MAKSYMIW

RENTAL OFFICE PHONE: 416-231-4071

RENTAL OFFICE FAX: 416-231-4226

BANKING INFORMATION FORM

PROPERTY ADDRESS: _____

SUITE NUMBER: _____ DATE: _____

TO: BANK/TRUST/FINANCE CO: _____

BRANCH ADDRESS: _____

BRANCH TELEPHONE NO.: _____

TO WHOM IT MAY CONCERN –

RE: ACCOUNT NUMBER: _____

The following information is required in connection with an application for the rental of an apartment and you are hereby authorized to complete this information as indicated below:

APPLICANT'S SIGNATURE

APPLICANT'S SIGNATURE

APPLICANT(s): _____

ADDRESS: _____

1. Date account opened: _____

2. Number of N.S.F. cheques issued: _____

3. Date and amount of last N.S.F. cheque: _____

4. Average balance of account during the last three months (i.e. Low 3, Mid 3, High 3):

5. Does applicant have any other bank accounts with your bank? If so, what type of

accounts: _____

6. Current amount of outstanding loan(s): _____

Monthly payments on outstanding loan(s): _____

BANK STAMP OR SEAL:

SIGNED: _____

POSITION: _____

LETTER OF EMPLOYMENT

Date: _____

Company Name: _____

Company Address: _____

City & Province: _____

Postal Code: _____

To Whom It May Concern:

This letter shall confirm that _____ is currently an employee of our Company as noted above.

The employee has been with our company for _____ year(s) and currently earns a gross salary of \$ _____ per annum on the following basis (i.e.: full-time, contract, etc.) _____.

Additional compensation, if any, is equal to \$ _____ annually.

Company Representative's Name: _____

Company Representative's Title: _____

Company Representative's Phone No.: _____

Company Representative's Signature: _____

LANDLORD REFERENCE LETTER

Date: _____

Management Company/Landlord: _____

Building Name: _____

Building Address: _____ Suite Number: _____

Postal Code: _____

This letter shall confirm that _____ resides at the
above stated address for the past _____ years(s).

This letter shall confirm that the above resident's account is in good standing order.

LANDLORD/SUPERINTENDENT NAME: _____

LANDLORD/SUPERINTENDENT SIGNATURE: _____

LANDLORD/SUPERINTENDENT PHONE NO.: _____