



Westside Stories
 1610 Bath Road, Kingston, ON K7M 0C1
 (613)548-7136 Fax: (613)548-3182
www.martingroup.ca mq@martingroup.ca

RENTAL APPLICATION FORM (Please Print)

Unit # Applied for: **Size:** 1 bedrm/2 bedrm/bachelor **Address:** 1610 Bath Road

Are you applying for an Affordable Housing Unit? Yes No

Note: to qualify for an affordable housing unit during 2024, your family household income from 2023 must have been less than \$69,830.00 for a 1 bedroom and \$84,077.00 for a 2 bedroom.

Desired move in date: _____

Rent due and payable in advance on the first of each and every month.

Monthly Rent includes: Hydro, Hot Water, Cold Water, Heat, A/C during July & August, Fridge, Stove

Do you have other appliances? _____

(please specify)

(please note: washing machines, clothes dryers, air conditioners, freezers and dishwashers will **not** be permitted on the premises).

Applicant Information:

	Applicant 1	Applicant 2
First Name		
Last Name		
Date of Birth (YYYY/MM/DD)		
Age		
Marital status		
Home Phone		
Work Phone		
Cell Phone		
Email Address -Please check your email for further correspondence		
Social Insurance Number		
Drivers License Number		

Proposed Occupants (do not include above Applicants):

	Occupant 1	Occupant 2
First Name		
Last Name		
Age		
Relationship		

NOTES: It is understood that ONLY the above will occupy the premises. Assigned parking privileges for ONE vehicle only. If required, 2nd Parking Spots are on a first come, first serve basis at a monthly cost of \$100.00.

Present Address	Applicant 1	Applicant 2
Street Address		
City		
Province		
Country		
Postal Code		
Length of Tenancy		
Rent Paid		
Landlord's Name		
Landlord's Phone		
Reason for Leaving		

Previous Address	Applicant 1	Applicant 2
Street Address		
City		
Province		
Country		
Postal Code		
Length of Tenancy		
Rent Paid		
Landlord's Name		
Landlord's Phone		
Reason for Leaving		

Employment & Income Information	Applicant 1	Applicant 2
Employment Status	Employed Retired	
Occupation		
Length of Employment		
Employer		
Supervisor Name		
Supervisor Work Phone		
Salary (\$/Year)		
Other income (pension, etc)		

Vehicle Information:	Make/Model/Year of Vehicle	License Plate Number
Vehicle 1		
Vehicle 2		

IN CASE OF EMERGENCY CONTACT:			
Name	Address (street, city and postal code)	Phone #	Relationship

Guarantor Information (if required):

When a Guarantor is provided, the Guarantor covenants with the Landlord that the Guarantor is jointly and severally bound with the Tenant under the Lease.

	Guarantor 1	Guarantor 2
First Name		
Last Name		
Relationship to Applicant		
Date of Birth (YYYY/MM/DD)		
Home Phone		
Work Phone		
Cell Phone		
Email Address		
Social Insurance Number		
Drivers License Number		

Present Address

Street Address		
City		
Province		
Country		
Postal Code		
Length of Tenancy		
Rent Paid		
Landlord's Name		
Landlord's Phone		

Employment Information

Employment Status		
Occupation		
Length of Employment		
Employer		
Supervisor Name		
Supervisor Work Phone		
Salary (\$/Year)		
Other income		

We understand and agree to the following:

- The last month's rent of \$ _____ is required within 48 hours of the application being approved (payable by bank draft or certified cheque).
- **Income verification must accompany this application including most recent Notice of Assessment and current paystub** (subject to income limitation if applying for an affordable housing unit)
- **Non-smoking building:** the applicant(s) acknowledges that the rental unit and residential complex are "NO SMOKING" premises. In the event a tenancy agreement is entered into between the applicant(s) and the landlord, it shall be a term of the tenancy that smoking by the tenants, occupants of the rental unit, or anyone permitted on the premises by any of them is prohibited in the rental unit or at the residential complex. Such tenancy agreement shall further provide and acknowledge that violation of this provision shall constitute interference with the reasonable enjoyment of the rental unit and residential complex for all usual purposes by the landlord and other tenants and shall be grounds for termination of the tenancy.
- THIS APPLICATION SHALL FORM PART OF THE LEASE AGREEMENT.
- Before keys are given out, the lease must be signed by all applicants/guarantors and a unit inspection completed with the building superintendent.
- Rent payments are to be paid by automatic withdrawal (with the exception of the 1st and last months rent)
- The undersigned consents to the obtaining of such information as the Landlord may deem necessary at any time in connection with the undersigned in conjunction with the premises hereby applied for or any renewal or extension of my/our tenancy agreement, such as credit or character enquiries. The undersigned also consents to the disclosure of any information concerning the undersigned to any credit reporting agency or to any person with whom the undersigned has or proposes to have financial relations.
- I/We certify that to the best of my/our knowledge the information given in this application is true. Any misrepresentation may cause any subsequent lease signed to be null and void.
- Once approval is granted (of this application) I/we understand that should I/we fail to enter into the Landlord tenancy agreement, that the last month's DEPOSIT SHALL BE FORFEITED.
- The applicant acknowledges and agrees that in the event that this application is accepted and in the event that the existing tenant occupying the above-described premises fails to vacate same prior to the commencement of the term of occupancy herein referred to above, the Applicant(s) shall only be entitled to the return of any monies paid with this application, without interest or deduction, and any tenancy or right thereto resulting from the acceptance of this application will be at an end. The intent being that neither the Landlord nor its Agent will be liable or responsible to the Applicant(s) for any loss, damages or costs incurred by the Applicant(s) resulting from the existing tenant's failure to vacate the premises and inability of the Landlord to deliver possession of same to the Applicant(s).
- I/We have received and read a copy of the Rules and Regulations and agree to comply with them.
- I/We acknowledge receiving the "Information for New Tenants" Form from the Landlord and Tenant Board.

Dated at Kingston this _____ day of _____ 20_____.

Representative of PMC

Applicant 1

Representative of PMC

Applicant 2

Representative of PMC

Guarantor 1

Representative of PMC

Guarantor 2

FOR OFFICE USE ONLY
Superintendent's Remarks:
Superintendent Signature:
Management Remarks:
Proof of income provided? <input type="checkbox"/> Yes <input type="checkbox"/> No Proof of income needed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Income under limit? <input type="checkbox"/> Yes <input type="checkbox"/> No Guarantor needed? <input type="checkbox"/> Yes <input type="checkbox"/> No
APPROVED: <input type="checkbox"/> YES <input type="checkbox"/> NO
Management Signature:

Inspired Living
At
Westside Stories
Love where you live!

APARTMENT RULES & REGULATIONS

IT IS AGREED AND UNDERSTOOD THAT:

1. Any person under the age of TWENTY-ONE applying for an apartment is required to have his/her lease CO-SIGNED under "Guarantor of Tenant Covenants" by a parent or guardian.
2. Before undertaking occupancy of the said premises, I will sign the Landlord's usual form of Tenancy Agreement, which I have read and understood.
3. Should the applicant default in signing the Lease within four (4) working days of being notified of the approval of the application, possession of the premises shall not be granted and the Lessor may retain the advance payment in its entirety to be applied to rent for reserving the premises.
4. After signing the lease, should the Lessee fail to take possession within five (5) days of the first day of the term thereof, the Lessor may deem the premises to have been abandoned and in addition to all other rights reserved under the Lease, may retain all advance payments.
5. The Lessee is advised to secure insurance coverage against fire, theft, and water damage to furniture and personal belongings plus tenants legal liability.
6. The Lessor will provide parking space for one (1) automobile only. Extra spaces available shall be rented at a cost of \$100.00 (if available) per space per month, payable in advance for the term of the lease.
7. No person(s) shall use any outside parking space for any purpose whatsoever except for parking the vehicle. (i.e no washing or repairing to be done in the parking lot).
8. Air conditioning will only be available during July and August each year.
9. 1610 Bath Road is within 300 metres of the adjacent CN right-of-way. Prospective tenants should be cognizant of the existence of the Railway's right-of-way, the possibility of alteration to, or expansion of these facilities in the future and the possibility that the Railway's operation may effect the living environment of the residents despite the inclusion of noise and vibration attenuating measures in the design of the subdivision and individual units, and that the Railway and Landlord will not be responsible for complaints or claims arising from its facilities and/or operations.
10. No patching, painting or wallpapering is to be done by tenants.
11. No satellite dishes or other communication devices shall be permitted.
12. No awnings or shades shall be erected over and outside of the windows or balconies.
13. **NO BARBECUING** or any open fire is permitted on the rented premises balconies or environs of the buildings. **NO DRYING OR AIRING OF CLOTHING OR BEDDING ON THE BALCONIES IS ALLOWED.**
14. No storage of coal, gasoline, oil or any other combustible material or offensive goods, provisions or material shall be kept on the property.
15. Nothing shall be thrown out of the windows or doors or over the balconies of the building.
16. No mops, brooms, dusters, rugs or bedding shall be hung on the balcony or shaken or beaten from any window, door or balcony.
17. The Lessee shall not overload existing electrical circuits.
18. **NO NOISE OF ANY KIND, WHICH MAY DISTURB THE COMFORT OF ANY OTHER OCCUPANT, SHALL BE PERMITTED, NOR SHALL ANY NOISE BE PERSISTED AFTER REQUEST TO DISCONTINUE HAS BEEN MADE BY THE LANDLORD OR HIS REPRESENTATIVES.** This shall be deemed to include the playing of musical instruments, radios, stereos, televisions, and all parties disorderly or otherwise.
19. As a means of convenience, the tenant is suggested to supply post-dated cheques or enroll in our pre-authorized debit for the term of the lease.

- 20. If a cheque or automatic withdrawal is not honored at or by the Tenant's bank, an additional amount of \$20.00 over and above the monthly rent will be charged.
- 21. A lockout fee of \$35.00 will be charged if required. The charge shall increase to \$50.00 on weekends and holidays.
- 22. A charge of \$50.00 shall be paid for each key not returned to the Landlord.
- 23. Upon vacating, the Tenant shall leave the rented premises fit for immediate occupancy by the new tenant. Clean, undamaged and with all furniture and refuse removed. The appliances: stove and refrigerator shall be left immaculately clean inside and out. Failure to leave the premises ready for the new tenant will result in a cleaning fee in accordance with the condition of the premises.
- 24. Regulations for Pets: (please choose 1 from the following 2 options)

Tenant does not intend on bringing a pet into the building
 Should this change, the tenant must provide the landlord a minimum of 45 days notice prior to bringing a pet into the building and must sign the rules and regulations pertaining to pet ownership. The same applies to all guests and/or occupants for which the Tenant is responsible

Tenant intends to bring a pet into the building and understands in doing so, the tenant must adhere to the rules and regulations attached hereto forming part of the application

 Applicant 1

 Applicant 2

 Guarantor 1

 Guarantor 2

 Date

 Witness

R. Paul Martin Construction Co. Ltd.

**PERMISSION TO ACQUIRE and/or RELEASE RENTAL and
EMPLOYMENT INFORMATION**

I, _____
Print Applicant 1's Name

Print Applicant 2's Name/ Guarantor's Name

Hereby grant permission to R. Paul Martin Construction Co. Ltd.. to acquire any information relative to my tenancy or employment with any current or past landlord(s), employer(s), financial institution (s), government agency (s) and utility (s) in accordance with the privacy policy.

I further grant R. Paul Martin Construction Co. Ltd. permission to release any information relative to my tenancy or employment with R. Paul Martin Construction Co. Ltd.. to any landlord, utility, government agency or employer requesting a rental or employment reference in accordance with the privacy policy.

Therefore, this document shall serve as my authorization to any landlord, employer, financial institution, government agency and utility to release my personal information as noted above.

Applicant 1 Signature

Date

Applicant 2 Signature

Date

Guarantor's Signature

Date

Witness Signature

Date