

JDE Property Management recognizes the importance of protecting your privacy. We follow best practices outlined in the federal Personal Information Protection and Electronic Documents Act (PIPEDA) regarding how we collect, store, use, and disclose information. The information we collect is strictly used for the purpose of operating the business. All information collected is voluntarily provided to us and we will not share it with any third party without prior written consent. All information that is collected is secured and we review our security measures regularly.

Rental Property			
Address:			
Date of Application:		Monthly Rent: \$	
Date of Occupancy:		Security Deposit: \$	
Primary Applicant			
Last Name:	First Name:		DOB (dd/mm/yy):
Present Address:		Postal Code:	City/Province:
Home #:	Cell #:		Email:
Current Rent: \$		Length of Stay:	
Reason For Moving Out:			
Emergency Contact Name:	Emergency Contact Address:		
Relationship:	Phone #:		
Do you smoke? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Current Employment (Primary Applicant)			
Status: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Student <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed <input type="checkbox"/> Other			
Employer Name:		Occupation:	
Supervisor/Manager's Name:		Supervisor/Manager's Phone:	
Monthly Income (After Tax, Paystub Amount): \$		Start Date:	Finish Date:
Other Sources of Income (Monthly Amount & Description):			

Co-Applicant					
Last Name:		First Name:		DOB (dd/mm/yy):	
Present Address:			Postal Code:		City/Province:
Home #:		Cell #:		Email:	
Current Rent: \$			Length of Stay:		
Reason For Moving Out:					
Do you smoke? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Current Employment (Co-Applicant)					
Status: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Student <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed <input type="checkbox"/> Other					
Employer Name:			Occupation:		
Supervisor/Manager's Name:			Supervisor/Manager's Phone:		
Monthly Income (After Tax, Paystub Amount): \$			Start Date:		Finish Date:
Other Sources of Income (Monthly Amount & Description):					
Additional Occupants (Dependents Only) **Non dependents should complete individual application					
Last Name:		First Name:		DOB (dd/mm/yy):	
Last Name:		First Name:		DOB (dd/mm/yy):	
Last Name:		First Name:		DOB (dd/mm/yy):	
Pet (List all)					
Pet Type (Dog/Cat/Other):			No. of Pets:		
Breed:			Size (S,M,L):		

Rental History		
Previous Address:	Length of Stay:	Rent \$
Landlord's Full Name:	Phone:	Reason For Leaving:
Previous Address:	Length of Stay:	Rent \$
Landlord's Full Name:	Phone:	Reason For Leaving:
Current Utility Bill (Ex. NS Power, Halifax Water, Bell Aliant)		
Company:	Address:	Account #:
Vehicle Information		
Manufacturer:	Year:	Color:
Model:	License Plate:	Province:
Manufacturer:	Year:	Color:
Model:	License Plate:	Province:
Personal References ** One for Applicant and one for Co-Applicant		
Name:	Phone Number:	
Name:	Phone Number:	
Other Information		
<p><u>Applicant</u>: Have you ever been evicted from a property or have been to the Tenancy Board for a dispute?  <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, explain:</p>		
<p><u>Co-Applicant</u>: Have you ever been evicted from a property or have been to the Tenancy Board for a dispute?  <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, explain:</p>		
Credit Check		

I/we hereby give permission to the Landlord or their Agent(s) to obtain factual or investigative information about me/us from outside parties such as landlords, utility companies, references, and employers as well obtain my/our credit report(s). I/we agree to provide a photo of my/our drivers license(s) or passport(s) which will be used to obtain my/our credit report(s). I/we authorize those parties to give you the information about me/us. The personal information provided on this form is required for and will be used to administer your application. In administering your application, personal information may be collected from, or disclosed to, credit or consumer bureaus, other landlords, and government or regulatory authorities. I/we verify that all statements on this application are true and I/we authorize verification of all references given. Information in connection with the entering into or renewal of a tenancy agreement may be conveyed to a third party. All personal information will otherwise be kept confidential and secure.

The following information may be collected from the approved applicant(s): 1. Photo of drivers license 2. Current pay stub 3. Proof of other income (child benefit payment statements) 4. Bank statements \*\* DO NOT submit these documents unless requested.

### Security Deposit

After your application is approved a security deposit in the amount of  $\frac{1}{2}$  month's rent is required to hold the apartment which shall be paid by setting up a pre-authorized debit (PAD). Details for setting up the transfer will be provided by the property manager.

Once the security deposit is submitted and the application is approved the security deposit is non-refundable until the completion of the requested leasing term, at which time it will be returned less any costs incurred through damages by the Tenant to the leased apartment. Should the applicant be approved and not wish to take the apartment, the security deposit is non-refundable.

Tenant and Landlord and/or Property Manager will perform a move-in and a move-out inspection and Landlord and/or Property Manager will document any damages in a report. Security deposit will be deducted to cover damage repairs, with the remainder will be refunded to the Tenant at the completion of the lease term.

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Please submit your application forms to: [info@jdepropertymgt.ca](mailto:info@jdepropertymgt.ca)