

Office Use PPT #: _____



RESIDENTIAL OFFER TO LEASE

I HEREBY OFFER TO LEASE:

UNIT NUMBER: _____ **ADDRESS:** _____ / _____ / _____
STREET # ADDRESS PROVINCE POSTAL CODE

FIRST LEASE

FOR A PERIOD OF _____ MONTHS FROM _____ / _____ / _____ TO: _____ / _____ / _____
DAY MONTH YEAR DAY MONTH YEAR

RENTAL CHARGES

BASIC UNIT: \$ _____ **CURRENT RENT** PARKING: \$ _____ OTHER \$ _____

TOTAL: \$ _____

PLEASE CHECK OFF: **APPLICANT** **GUARANTOR** **SUBLET** **LEASE TAKEOVER**

FULL NAME: _____

CHILD(REN) – NAME & AGES (only if 18 years or younger to reside in the unit during the tenancy, otherwise write N/A):

DATE OF BIRTH: _____ / _____ / _____
DAY MONTH YEAR

VEHICLE: _____ / _____ / _____ / _____
MAKE MODEL COLOUR PLATE #

ARE YOU A STUDENT/CURRENTLY STUDYING? (if no, write N/A):

DRIVERS LICENSE #: _____

SCHOOL: _____

SIN#: _____

PROGRAM: _____

PHONE #: (C) _____ / (W) _____

EMAIL: _____

ADDRESS – CURRENT (if less than 2 years, provide previous address):

ADDRESS – PREVIOUS:

CITY: _____ **POSTAL CODE:** _____

CITY: _____ **POSTAL CODE:** _____

PROVINCE: _____ **LENGTH OF TIME:** _____

PROVINCE: _____ **LENGTH OF TIME:** _____

LANDLORD NAME : _____

LANDLORD NAME : _____

PHONE #/EMAIL: _____

PHONE #/EMAIL: _____

EMPLOYMENT – CURRENT (if less than 2 years, provide previous job):

EMPLOYMENT – PREVIOUS:

COMPANY: _____

COMPANY: _____

POSITION: _____ **MONTHLY INCOME:** _____

POSITION: _____ **MONTHLY INCOME:** _____

DATE POSITION STARTED: _____

DATE POSITION STARTED: _____

SUPERVISOR'S NAME & CONTACT: _____

SUPERVISOR'S NAME & CONTACT: _____

EMERGENCY CONTACT

NAME: _____ **ADDRESS:** _____

PHONE #/EMAIL: _____

DEPOSIT ATTACHED \$ _____ CASH CERTIFIED CHEQUE MONEY ORDER

PROOF OF INCOME ATTACHED: YES NO

I UNDERSTAND THAT:

- _____
INITIALS

A) Upon signing this OFFER, the Landlord has a period of seven (7) days to accept this OFFER, failing which the OFFER is revoked. In the event that I withdraw or cancel this OFFER prior to the seven days or after this OFFER has been accepted, my deposit will be forfeited and I acknowledge that I will be liable for any loss of rent and any other costs or damages suffered by the Landlord.
 - _____
INITIALS

B) In the event that this OFFER is not accepted by the Landlord it shall be retained by the Landlord and the deposit shall be returned forthwith and reasons for its refusal shall not be divulged.
 - _____
INITIALS

C) Upon acceptance of this OFFER by the Landlord, I agree that a binding lease has been entered into in accordance with the terms of this OFFER and the Landlord's standard lease form and all attachments therein.
 - _____
INITIALS

D) Upon notification of acceptance, I will forthwith attend at the Office of the Landlord to sign the lease.
 - _____
INITIALS

E) The balance of the first month's rent is payable upon signing the lease.
 - _____
INITIALS

F) Smoking in the unit or building is prohibited and will NOT be tolerated.
 - _____
INITIALS

G) NO OTHER PERSON(S) SHALL OCCUPY THE PREMISES other than as shown on this OFFER TO LEASE unless prior written consent is given by the landlord
 - _____
INITIALS

H) "As Is" Occupancy: The Landlord will endeavor to have the unit cleaned to the Landlord's standards prior to occupancy, however, if this cannot be done prior to occupancy, this will be completed within thirty (30) days from the start of the Tenancy Agreement provided by the Landlord. Carpet cleaning and redecoration as deemed necessary at the Landlord's discretion, shall follow suit as per the above.
 - _____
INITIALS

I) In the event that I paint a part or whole of the leased premises in a colour other than the basic colour used by the Landlord; or in the event that I apply wall paper or any other substance to the wall(s), ceilings, floors, it shall be my expense to return the unit to a condition acceptable to the Landlord.
 - _____
INITIALS

J) No appliances or satellite dishes or A/C units may be installed or brought into the unit without written permission by the Landlord. Seasonal fee for electricity use for air conditioning units is \$200.00 and subject to the rules and regulation of the signed lease agreement
 - _____
INITIALS

K) The Applicant acknowledges that even if the OFFER is accepted, they will not be given keys or possession to the rental unit until they have provided to the Landlord sufficient proof that suitable insurance is in effect.
 - _____
INITIALS

L) Both sides of this page form a part of this document.
- PLEASE TAKE NOTE that a consumer credit report, an employment and income confirmation as well as a landlord history and a security background check containing personal information will be conducted in connection with this OFFER. We undertake to treat the information obtained and that provided in the OFFER in a confidential Manner.

Signature

Date

**HEAD OFFICE ADDRESS - 50 BAYSWATER AVENUE, OTTAWA, ONTARIO, K1Y 2E9
PHONE (613)759-8383, FAX (613)759-8448**

EMAIL- rentals@districtrealty.com

WEB - www.districtrealty.com

HOW DID YOU HEAR ABOUT US? Please check the box: signage from a friend
 online (please specify) _____ other (please specify) _____

NOTES (Office use only)