



APPLICATION FOR ACCOMMODATION

A. Applicants: (Person(s) seeking accommodation)

| | | | | |
|--|-------------|-------------|-------------|-------------|
| Last name: | First name: | Mr. Mrs. | Miss Ms. | Home Ph: |
| Last name: | First name: | Mr. Mrs. | Miss Ms. | Work Ph: |
| Address: suite, number, street, city, BC, postal code (include mailing address if different) | | | | Message Ph: |

B. Household Composition (List yourself on line 1, then list all of the other persons in your household who will be living with you. If there are more than 8 people in your household, attach the extra names on a separate sheet)

| Full Name (surname first) | Birthdate d/m/y | Age | Sex | Relationship to Applicant | Type of Disability, if any | Wheelchair Requirements |
|---------------------------|--------------------|-----|-----|------------------------------|-------------------------------|------------------------------|
| 1 | | | | Applicant | | <input type="checkbox"/> Yes |
| 2 | | | | | | <input type="checkbox"/> Yes |

C. Residency History: (Please list your address(es) for the past 2 years. Use a separate sheet if required)

| Address | From Date | To Date | Name of Landlord | Landlord Ph. Num. |
|----------------------|-----------|----------------|------------------|-------------------|
| Above Address | | Present | | |
| | | | | |
| | | | | |

D. Income Information: (List Gross Monthly Income [before deductions] for all members of your household, from all sources)

| First Name | Source (i.e. employment, EI, pensions(s), GAIN, etc.) | Gross Monthly Income (\$) |
|---|---|---------------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| Total Gross Monthly Income for Household | | |

E. Reason for Move:

| |
|---|
| Are you under notice to end your present tenancy? (check, if yes) _____ If yes, a copy of the legal Notice to End a Residential Tenancy from your landlord must be attached. |
| If you are not under notice, why do you wish to move? (Please be specific. Attach sheet for additional information) |
| |
| |
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| |
| |
| |

F. References: (List at least three references)

| Name | Address & Phone Number | Relationship |
|------|------------------------|--------------|
| 1. | | |
| 2. | | |
| 3. | | |

G. Suite Preference: (Deposit will be required to hold suite) Location/Floor, Etc. _____ Suite # _____ None

H. Completion of Application Checklist:

Before sending in your 'Application for Accommodation', have you:

- Completed your Application in full?
- Enclosed a copy of "Notice to End a Residential Tenancy", if applicable?
- Indicated your location or suite preference?
- Signed Application in space below?

DECLARATION: Please read and sign this statement.

I/We understand that this application does not constitute any agreement on the part of Oak Tree Manor Inc. to provide me/us with rental accommodation. I/We declare that the information given in this application is correct and complete. I/We understand that it is my/our responsibility to advise the management of Oak Tree Manor of any changes to the information given in this application and to provide any supporting materials required for my/our application.

Pursuant to the Freedom of Information and Protection of Privacy Act, I/We give Oak Tree Manor Inc. my/our consent to make any inquiries that are necessary to verify the information given in this application and I/we authorize any person, corporation or social agency to release to Oak Tree Manor Inc. any information pertinent to the assessment of my/our application.

I/We authorize consent to Oak Tree Manor Inc. receiving and exchanging, with credit bureaus and my/our previous landlords with whom I/we have had dealings, credit and other information about me/us. I/We understand that such information will be a factor in Oak Tree Manor Inc.'s decision to provide me/us with rental accommodation.

| | |
|-------------------------|------|
| Signature of Applicant: | Date |
| Signature of Applicant | Date |

Please mail to: Oak Tree Manor, c/o #412 – 30 Cavan Street, Nanaimo, BC V9R 2R2