

New Lease:	<input type="checkbox"/>
Assignment:	<input type="checkbox"/>
Add to Lease:	<input type="checkbox"/>

500 St. James Street Winnipeg, MB R3G 3J4 | Tel 204-956-2233 Fax 204-956-5956 | info@globepm.ca | www.globepm.ca

APPLICATION FOR RESIDENTIAL TENANCY

PLEASE NOTE:

1. New lease agreements are for the full term of TWELVE (12) MONTHS and may not be cancelled short term.
2. A separate application is required for each individual residing in the suite that is 18 years and older.
3. Fields marked mandatory must be filled in. Only complete applications will be processed.

I/WE HEREBY OFFER TO RENT FROM THE LESSOR THE PREMISES KNOWN AS:

Suite # # of Bedrooms Building Address

WITH THE FOLLOWING FIXED TERM:

Commencing on Terminating on
(month) (day) (year) (month) (day) (year)

Base Rent \$ Parking \$ Locker \$ Discount \$ TOTAL MONTHLY RENTAL \$

RENT INCREASE INFORMATION WITHIN THIS LEASE TERM (if applicable):

Increase date
(month) (day) (year)

Base Rent \$ Parking \$ Locker \$ Discount \$ TOTAL MONTHLY RENTAL \$

It is understood by the applicant(s) upon approval of this application by the landlord or agent, that the applicant(s) agree to execute a tenancy agreement in the landlord's standard form. Payment of the deposit of half the base rent is required within 24 hours of approval payable by cheque, bank draft, money order, or online payment. It is understood that the sum of \$ herewithin given by the applicant(s) to the landlord or agent is to be held as a deposit bearing interest at a rate prescribed from time to time by regulation, compounded annually. In the event the applicant(s) do not execute the said tenancy agreement within two (2) days from the date of acceptance and/or before the applicant(s) take possession of the premises, the deposit paid hereunder shall be subject to forfeit in whole or part and all rights of the applicant(s) hereunder and under the said tenancy agreement may be terminated by the landlord. It is further understood by the applicant(s) that it is their responsibility to communicate with the resident manager or the office of the landlord as to the status of the application.

Pet Friendly: Yes No

A pet deposit in the amount of one (1) full month's rent will be due and payable, along with a completed pet application form.

THE FOLLOWING INFORMATION IS STRICTLY CONFIDENTIAL

Name of Applicant E-mail
 Birthdate (m/d/y) S.I.N. Phone # Cell #

For present and previous addresses, if you rented we must contact your landlord to confirm the information.

Present Address Postal Code From Until

Rent Own Name of Landlord Landlord Phone #

Previous Address Postal Code From Until

Rent Own Name of Landlord Landlord Phone #

For present employer(s), we must contact a supervisor, receive a letter of employment, or be given your most recent paystub. Self-employed or retired? We must receive a copy of your most recent Income Tax: Notice of Assessment or contact your accountant.

Present Employer Length of Employment

Address Occupation (Job Title)

Contact to Verify Information (Name) Phone # Gross Annual Income

Present Employer 2 Length of Employment

Address Occupation (Job Title)

Contact to Verify Information (Name) Phone # Gross Annual Income

Other Sources of Income (including CPP, EI, pension, etc, or N/A)

Do you own pets? Yes No Specify

Do you smoke? Yes No

Other person(s) who will live in the suite (please note that a separate application is required for each individual aged 18 and older):

Occupant Name Relation Age

Occupant Name Relation Age

Occupant Name Relation Age

Occupant Name Relation Age

Emergency Contact Relation Phone #

How did you hear about us? Kijiji Website 4Rent.ca/HRG Facebook Drive-by Referral Other

In signing the within application, the undersigned hereby consents to the use of disclosure of the personal information contained in this application for the purpose stated in the attached Privacy Policy. I (WE) hereby declare that the foregoing information is true and complete. I agree to allow Globe Property Management to perform a credit check and personal investigation.

Dated this day of 20

Applicant Signature

Witness Signature

GLOBE PROPERTY MANAGEMENT PRIVACY POLICY

Globe Property Management understands the importance of your privacy and the sensitivity of your personal information. We are committed to protecting any of your personal information we hold. Our privacy policy outlines how we manage your personal information and safeguard your privacy.

WHAT PERSONAL INFORMATION DO WE COLLECT?

We collect information from you in several ways. Some personal information is gathered when a prospective tenant signs our standard tenant application for a residential or commercial tenancy agreement. Tenants are required to provide credit, rental history, employment information as well as other personal information to be used for identification and qualification purposes. Other information such as emergency contact information may be required in order to respond to medical or other emergencies in connection with a tenant, unit or suite. Also, information relating to any vehicles owned by a tenant may be collected to assist in the enforcement of any parking rules or regulations.

We also collect information from any covenantor or guarantor of any lease, including information relating to credit and employment information, present and past living accommodation, and other personal information. In addition, personal information may be collected in an application to assign or transfer a lease in respect of the prospective assignee, including any and all personal information referred to in the original application for tenancy.

WHY DO WE NEED PERSONAL INFORMATION?

The personal information collected is used to check prior rental references from all previous landlords, conduct credit checks and to confirm employment with your employer and salary, all of which information is required to determine your suitability and qualification as a tenant.

CONSENT

In most cases, we will ask you to specifically consent if we collect, use or disclose your personal information other than as provided for in our privacy policy as amended from time to time. Normally we would ask your consent in writing or orally. Sometimes your consent may be implied through your conduct with us. In all cases where a tenant application is submitted by you, your consent will be requested in the application itself.

DISCLOSURE OF YOUR PERSONAL INFORMATION

We use the personal information collected only for the purposes outlined above. Under certain circumstances we will disclose your personal information to third parties such as;

1. When we are required or authorized by law to do so; for example, if a court issues a subpoena;
2. Where you have consented to the disclosure;
3. When an order to comply with the requirements of the tenancy agreement or regulatory legislation such as The Residential Tenancies Act requires us to do so, your consent will be implied;
4. Where it is necessary to enforce the terms of the tenancy agreement, such as collection of rental arrears;
5. If we engage a third party to provide collection or enforcement proceedings, such as an authorized officer of the Residential Tenancies Branch, lawyers, bailiffs or collection agencies;
6. If the information is already publicly known;
7. Upon termination of a tenancy, we may disclose information relating to your tenancy to other landlords upon their request;
8. Your landlord, where we act as agents only for the landlord;
9. Any subsequent landlord or owner or mortgagee of the property which you rent, including any assignee or your lease, or to any subsequent property manager of the property which you rent.

UPDATING YOUR INFORMATION

Since we use your personal information to provide rental accommodation to you, it is important that the information be accurate and up to date. If during your tenancy any of your information changes, please inform us so that we can make any necessary changes.

IS MY PERSONAL INFORMATION SECURE?

We take all reasonable precautions to ensure that your personal information is kept safe from loss, unauthorized access, modification, or disclosure. Among the steps taken to protect your information are:

1. Access to your personal information is limited to our employees who require the information to perform their duties and those otherwise authorized by law.
2. All our employees are required to abide by our commitment to your privacy in the handling of your personal information.
3. Premises security.
4. Your personal information is retained only for the time it is required for the identified purposes and up to a period of five (5) years after the tenancy is terminated or is required by law. Personal information that is no longer required is destroyed.

ACCESS TO YOUR PERSONAL INFORMATION

You may ask for access to any personal information we may have about you. Requests should be submitted in writing and we will reply within thirty (30) days of receipt of your request. You may verify the accuracy and completeness of your personal information and we will take reasonable steps to correct it.

CAN I BE DENIED ACCESS TO MY PERSONAL INFORMATION

Your rights to access your personal information are not absolute. We may deny access when:

1. Denial of access is required or authorized by law;
2. Information relates to existing or anticipated legal proceedings against you;
3. When granting you access would have an unreasonable impact on other people's privacy;
4. When the request is frivolous or vexatious.

If we deny your request for access to or refuse your request to correct information, we shall explain why.

CHANGES TO THIS PRIVACY POLICY

We regularly review all our policies and procedures, and we may change our privacy from time to time. You will be given a copy of any revised privacy policies.

REQUESTS FOR ACCESS

If you have any questions or wish to access your personal information, please write to our privacy officer at:
Globe Property Management 500 St. James Street, Winnipeg, MB R3G 3J4 Telephone: 204-956-2233 Fax: 204-956-5956
Email: info@globepm.ca Web: globepm.ca

Tenant's initial Date



STANDARD RESIDENTIAL TENANCY AGREEMENT - RULES AND REGULATIONS

Common Areas

- a. The Resident shall not obstruct any of the common areas in or about the building, or use them for any purpose other than to gain access to and leave from the rental suite.
- b. The taking in and removal of any household furniture and/or personal effects from the premises shall only take place during designated times or timeslots, and in such manner that has been agreed upon by the Landlord or his agent or representative. Moving blankets are placed in elevators before move-ins and move-outs by the Landlord or his agent or representative. Residents are not to move heavy furniture over floors of the rooms, halls, landings, or stairs in such a manner that could leave marks. The Landlord or his agent or representative shall not be liable for any loss, damage or theft to any of the Resident's goods or possessions during moving (i.e. storage spaces, parking area or structure, common areas, etc.). The resident shall be responsible for any damages caused to the property as a result of moving including damage caused by a hired contractor. Doors may not be wedged or propped open unless allowed for by the Landlord.
- c. The Resident shall not place, leave or permit to be placed, left in or upon the common areas of the building, of which the rental suite forms a part, any debris or refuse. The resident is responsible to make arrangements for bulky waste removal. Additionally, the Resident shall tightly wrap all garbage in bags and place them in the incinerator, chute, or container provided for such purpose. Nothing shall be thrown by the Residents, their families, or guests out of the windows or doors of the building, or off balconies.
- d. The Resident shall not cause or allow any unreasonably loud noise or activity in the premises that might disturb the rights, comforts, and conveniences of other Residents or occupiers of any adjoining or neighbouring premises; nor shall any noise whatsoever be repeated or persisted after requests to discontinue are made by the Landlord or his agent or representative.
- e. Any additional services or amenities provided by the Landlord or his agent or representative including but not limited to: swimming pools, saunas, hot tubs, and gyms, are for the exclusive use of the Residents and/or any secondary resident(s) occupying the rental suite. All parties must adhere to the rules and regulations governing the use of these spaces. The Landlord or his agent or representative reserves the right to restrict or refuse the use of such services or amenities, and to amend the rules and regulations from time to time.
- f. No signage, advertisements or notices of any kind are to be posted or inscribed on any part of the building, except in such designated areas deemed appropriate by the Landlord or his agent or representative.
- g. The Landlord or his agent or representative shall permit reasonable access to the premises by candidates or their authorized representatives (election to the House of Commons, the Legislative Assembly, the office in a Municipal Government or School Board) to canvass or distribute election material. The Landlord or his agent or representative shall be entitled to control access to the apartment premises by delivery services.
- h. The Resident shall not permit access to the building or common areas to any person other than their approved guests. Additionally, the Resident shall not perform any act that may compromise the security in or about the building.

Apartment

- a. The Resident shall not bring into the rental suites or the building any stoves, refrigerators, freezers, washing and drying machines, portable dishwashers, or air conditioners, without written consent from the Landlord or his agent or representative.
- b. Window coverings, flooring, appliances or other similar types of furniture or light fixtures (if provided by the Landlord or his agent or representative), shall not be removed or disconnected from the windows, walls, floors or electric circuits of the rental suite without the prior written approval from the Landlord or his agent or representative.
- c. Balconies, sunrooms, and patios are not to be utilized for the hanging or drying of clothing. The washing/shoveling of balcony floors shall be done in such a manner so as not to allow water/snow to fall over the sides of the balcony floor. Balconies are to be kept clutter-free and accessible at all times. Only seasonal furniture is allowed. Larger items must be approved by the Landlord or his agent or representative before being placed on the balcony/patio. Barbecues and propane are only to be used on concrete balconies/patios, or at the discretion of the Landlord or his agent or representative, and per Manitoba Fire Code. Tires are not permitted to be stored inside suites, on balconies, or in storage lockers.
- d. No awnings, shades, flower pots, or any other extensions or obstructions shall be placed on railings, or erected on or through the exterior walls of the building without the written consent of the Landlord or his agent or representative.
- e. The Resident shall not make any changes or alterations to the rental suite including but not limited to: decorating walls or ceilings, and the erection or removal of partitions without the explicit consent (in writing) from the Landlord or his agent or representative. Spikes, hooks, screws, or nails shall not be put into the walls or woodwork of the building. No additional locks or bolts shall be placed on any door of the building without prior written consent from the Landlord or his agent or representative.
- f. The Resident shall be responsible for the costs incurred as a result of repairing plugged toilets, sinks, dishwashers, drains, and for the cost of replacing light bulbs, smoke detector batteries, fuses of any kind, fluorescent tubes and furnace filters within their rental suite. Additionally, the Resident shall be responsible for any screens damaged due to doors or windows being left open in inclement weather, including costs for repairing frozen or broken pipes, or instances that result in water damage.
- g. The Landlord or his agent or representative shall not be responsible for the loss of food in the refrigerator due to refrigerator malfunction.
- h. The resident shall be responsible for the replacement of flooring that has been damaged due to resident negligence (i.e. vinyl discolorations from floor mats/carpets or tearing of vinyl or carpet).
- i. The Resident shall be liable for any damages caused by water left running from taps, or because of keeping a waterbed in the rental suite.
- j. It is the responsibility of the Resident to acquire private insurance for his/her possessions, as the insurance coverage maintained by the Landlord or his agent or representative does not provide coverage for the Resident or his/her possessions or negligence.
- k. The Resident shall refrain from doing any act which would in any way create a risk of fire, or result in an increase in the rate of fire insurance covering the building and/or its contents. Furthermore, the Resident must not bring or store anything whatsoever therein which would have a similar result or be offensive to others. Natural Christmas trees are not permitted.



Business

- a. The Resident will not perform illegal acts or carry on an illegal trade, business, or occupation in the premises, the common areas, or the property of which they form a part.
- b. The Resident is prohibited from using any type of housing program, such as Airbnb, for advertising or hosting guests in any part of the rental suite, including the rental of a parking stall(s) and storage suites.

Parking

- a. The Resident shall park private automobiles only in designated spaces per the information provided in their application or lease agreements by the Landlord or his agent or representative, and in no other parking spaces or areas except in instances specifically authorized in writing by the Landlord or his agent or representative. The Resident will affix to each automobile's windshield such decal, label, or other distinguishing markers as the Landlord or his agent or representative may designate for purposes of identification.
- b. The Resident will provide identifiable vehicular information (including make and model of the vehicle, colour, distinguishing features, etc.) to the Landlord or his agent or representative. Any vehicles parked in unauthorized areas without consent, payment, or without formal written consent from the Landlord or his agent or representative will be removed from the premises at the Resident's expense. All bicycles, carriages, or the like shall be stored or kept only in such places as are designated by the Landlord or his agent or representative.
- c. The tenant shall not complete repairs to vehicles in the designated parking areas. Vehicles must be operational and insured (i.e. stalls are not meant for storage).
- d. The Resident will be responsible for any damage to the property resulting from their automobile. Where service stalls are provided, extension cords are to be removed – either by a certain date or a certain temperature.

Smoking, Cannabis and Cannabis Production

- a. The Resident acknowledges and agrees that smoking of any kind is not permitted anywhere on the property or in the rental suite. This prohibition includes the use of both tobacco and cannabis products. Should smoking occur on the property or in the rental suite, the Resident agrees and acknowledges that to remove the odor, the Landlord or his agent or representative may have to, among other things, repaint the suite, remove carpeting, and clean and/or replace fixtures. All costs and liabilities associated with these repairs are the sole responsibility of the Resident if required by the Landlord or his agent or representative.
- b. The growth of cannabis and/or the production of any related derivatives is prohibited anywhere on the property or in the rental suite. Breach of these prohibitions will be considered a substantial breach of lease and will result in the Landlord taking any action, including eviction.

Acknowledgment

No amendments or waivers of any part of this agreement shall be effective unless the same in writing is attached to or endorsed on the said agreement by the Landlord or his authorized agent or representative. It is specifically understood between the Parties hereto that the Landlord, resident managers, and maintenance personnel are NOT authorized agents within the meaning of this clause.

The lessor shall have the right to make such other and further reasonable rules and regulations as is in his/her judgment (in pertinence to the necessity of safety, care and/or cleanliness of the premises), and for the preservation of good order therein. The same shall be kept and observed by the residents their families, visitors, guests, and agents.

Signing this agreement implies a full understanding of the above rules and regulations. This agreement cannot be altered without full informed consent in writing by the Landlord.

Initial

GLOBE



PROPERTY MANAGEMENT™

500 St. James Street
Winnipeg, MB R3G 3J4
Tel: 204-956-2233
Fax: 204-956-5956
Email: info@globepm.ca

Fax

To: Globe Property Management From _____

Fax: 956-5956 Pages: _____

Phone: 956-2233 - Ext. No. 2235 Date: _____

Re: Employment Confirmation CC: _____

Building & Suite No. Applied for: _____

Urgent For Review Please Comment Please Reply Please Recycle

Comments: We request that the below information be completed and returned within 24 hours. Thank You

**** Must be filled in by Payroll Administrator****

Attention: Payroll

Please confirm the below:

Name of Employer: _____ Employer Phone No. _____

Position of Applicant: _____

Length of time employed: _____

Wage/Salary: _____

Signature of Employer(s): _____

I, _____ (please print) Authorize my employer to provide the above

information to Globe Property Management.

Signature of Applicant

Date

The above information is strictly confidential and will only be used for the processing of their application for tenancy.

Thank you.

****The delay in the return of this form results in the delay of the applications processing time****

This fax is intended only for the addressee and may contain information that is legally privileged, confidential and/or exempt from disclosure under applicable law. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited. If you have received this communication in error, or are not the named recipient(s), please immediately notify the sender.

GLOBE



PROPERTY MANAGEMENT™

500 St. James Street
Winnipeg, MB R3G 3J4
Tel: 204-956-2233
Fax: 204-956-5956
Email: info@globepm.ca

Fax

To: Globe Property Management _____ From _____

Fax: 956-5956 _____ Pages: _____

Phone: 956-2233 - Ext. No. 2235 _____ Date: _____

Re: Rental Confirmation _____ CC: _____

Building & Suite No. Applied for: _____

Urgent For Review Please Comment Please Reply Please Recycle

Comments: We request that the below information be completed and returned within **24 hours**. Thank You
**** Must be filled in by Landlord****

Name of Landlord: _____ Landlord Phone No. _____

Has He/She been on time with rent? _____

Any NSF cheques? _____

Any noise or disturbances? _____

Is She/He in a lease and when does it end? _____

Would you rent to them again? _____

Signature of Landlord:

I, _____ Authorize my current/past Landlord to provide the above
(please print)

information to Globe Property Management.

Signature of Applicant

Date

The above information is strictly confidential and will only be used for the processing of their application for tenancy.

Thank you.

****The delay in the return of this form results in the delay of the applications processing time****

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500 St. James Street
Winnipeg, MB R3G 3J4
+1 (204) 956-2233
globepm.ca



NO SMOKING WAIVER

I, _____,
acknowledge and understand Globe Property Management's
strict **no smoking policy**.

Violating the abovementioned policy may put your tenancy with
Globe Property Management at risk.

Name: _____

Date: _____

Signature: _____

500 St. James Street
Winnipeg, MB R3G 3J4
+1 (204) 956-2233
globepm.ca



NO PETS WAIVER

I, _____,
acknowledge and understand Globe Property Management's
strict **no pets' policy**.

Violating the abovementioned policy may put your tenancy with
Globe Property Management at risk.

Name: _____

Date: _____

Signature: _____

THIS AGREEMENT IS BETWEEN LANDLORD & GUARANTOR

LANDLORD:
GLOBE PROPERTY MANAGEMENT
500 St. James Street
Winnipeg, Manitoba R3G 3J4
Ph: 204-956-2233 Fax 204-956-5956
EMAIL: guarantor@globepm.ca

GUARANTEE AGREEMENT

APPLICANT(TENANT) : _____ SUITE: _____

BLDG NAME: _____ ADDRESS: _____
Street Address City Province Postal Code

GUARANTOR: _____ D.O.B: _____ SIN#: _____

WORK PHONE #: _____ HOME PHONE# _____

EMAIL: _____

PRESENT ADDRESS: _____ HOW LONG _____

PRESENT LANDLORD: _____ PHONE # _____

FORMER ADDRESS: _____ HOW LONG _____

EMPLOYER: _____ POSITION _____

ADDRESS OF EMPLOYER: _____ HOW LONG _____ INCOME: _____

I, _____ guarantee to pay any and all amounts owing by _____
(Guarantor Name - please print) (Tenant Name - please print)

for rental arrears and damages caused during the term of the tenancy and subsequent renewals.

I, hereby declare that the foregoing information is true and complete. I agree to allow GLOBE PROPERTY MANAGEMENT to make a credit check and personal investigation.

**** IMPORTANT** Absolutely no alterations/changes can be made to this agreement**

DATE: _____

(Signature of Guarantor)

WITNESS: _____

(Please print Guarantor name)

LANDLORD: _____

(Please print Guarantor street address)

(Please print Guarantor city/town Postal Code)

***** The rules and regulations attached from part of the agreement *****
***** Please read, sign and date the Rules & Regulations on reverse *****

THIS FORMS PART OF THE GUARANTEE AGREEMENT

RULES & REGULATIONS

- (a) The guarantor is responsible for the term of the tenancy agreement including any and all subsequent renewals.
- (b) The guarantor is responsible for the rent, rent increases, parking, lockers and utilities for which the tenant is responsible for throughout the tenancy agreement and subsequent renewals to no maximum amount. The guarantor is responsible for any and all damages caused by the tenant and/or their guests to no maximum amount. Please refer to the applicants Rules & Regulations that form part of the tenancy agreement for additional information.
- (c) The landlord must notify the guarantor of any outstanding rent owing no later than 10 days after the outstanding amount equals the amount payable for two rental payment periods.
- (d) The landlord must notify the guarantor of any outstanding monies pertaining to damages as soon as reasonably practical.
- (e) The landlord must notify the guarantor of receiving or accepting a request to sublet the rental unit.
- (f) The guarantor may terminate the guarantee agreement by giving a minimum of 2 months notice, to be effective no earlier than the end date of the existing tenancy agreement.
- (g) The guarantor must notify the landlord of any changes to the guarantor's name, telephone number, address and any other contact information for giving notices or other documents.
- (h) The landlord must notify the guarantor of any changes to the landlords name, telephone number, address and any other contact information for giving notices or other documents
- (i) When giving notice to the landlord or guarantor notice must be given using the most recent contact information.
- (j) The landlord must provide the guarantor with a copy of the guarantee agreement, and with a copy of the signed tenancy agreement to which the guarantee agreement relates within 21 days after the tenant is entitled to occupy the unit.
- (k) The landlord must provide the guarantor with a copy of any and all renewals no later than three months before the end of the tenancy agreement.
- (l) If the landlord fails to give the guarantor notice of the renewal of the tenancy agreement the guarantee agreement is deemed to be terminated at the end of the existing tenancy agreement.
- (m) The landlord must provide the guarantor notice of any rent increases. If no notice of rent increase is provided the increase is void against the guarantor.
- (n) A landlord, guarantor or prospective guarantors who sign a document at the other parties request is entitled to a copy of it.

I have read and fully understand the obligations of this agreement.

*

Guarantor Signature

Date

*** PLEASE SIGN BOTH COPIES OF THIS SIDE OF THE FORM IN INK**