



# RESIDENTIAL OFFER TO LEASE

**BUILDING:** \_\_\_\_\_

ONE APPLICATION PER PERSON.

**UNIT #:** \_\_\_\_\_

**LMR:** \_\_\_\_\_

**TYPE:** \_\_\_\_\_

**COMMENCES:** \_\_\_\_\_

PLEASE PRINT

**DEPOSIT:** \_\_\_\_\_

**RENT:** \_\_\_\_\_

**PARK:** \_\_\_\_\_

**EXPIRES:** \_\_\_\_\_

\*(SUBJECT TO RENT REVIEW)

Mr.  Mrs.  Miss  Ms.

FULL NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_/\_\_\_\_/\_\_\_\_  
DAY MONTH YEAR

SOCIAL INSURANCE NUMBER: \_\_\_\_\_

DRIVER LICENCE NUMBER: \_\_\_\_\_

VEHICLE: \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_  
MAKE MODEL COLOUR PLATE #

PRIMARY PHONE #: \_\_\_\_\_

SECONDARY PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

CHILD(REN): 1) \_\_\_\_\_ 2) \_\_\_\_\_

Mr.  Mrs.  Miss  Ms.

SPOUSE'S NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_/\_\_\_\_/\_\_\_\_  
DAY MONTH YEAR

SOCIAL INSURANCE NUMBER: \_\_\_\_\_

DRIVER LICENCE NUMBER: \_\_\_\_\_

VEHICLE: \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_  
MAKE MODEL COLOUR PLATE #

PRIMARY PHONE #: \_\_\_\_\_

SECONDARY PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

CHILD(REN): 3) \_\_\_\_\_ 4) \_\_\_\_\_

### ADDRESS (PRESENT & PREVIOUS)

**PRESENT ADDRESS:**

CITY: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

PROV.: \_\_\_\_\_

TENANT  OCCUPANT LENGTH OF TIME: \_\_\_\_\_

LANDLORD'S NAME & ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

**PREVIOUS ADDRESS:**

CITY: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

PROV.: \_\_\_\_\_

TENANT  OCCUPANT LENGTH OF TIME: \_\_\_\_\_

LANDLORD'S NAME & ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

### EMPLOYMENT (PRESENT & PREVIOUS)

**PRESENT EMPLOYER:** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

POSITION HELD: \_\_\_\_\_

SUPERVISOR'S NAME: \_\_\_\_\_

MONTHLY INCOME: \_\_\_\_\_ LENGTH OF TIME: \_\_\_\_\_

**PREVIOUS EMPLOYER:** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

POSITION HELD: \_\_\_\_\_

SUPERVISOR'S NAME: \_\_\_\_\_

MONTHLY INCOME: \_\_\_\_\_ LENGTH OF TIME: \_\_\_\_\_

### EMPLOYMENT (SPOUSE)

**PRESENT EMPLOYER:** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

POSITION HELD: \_\_\_\_\_

SUPERVISOR'S NAME: \_\_\_\_\_

MONTHLY INCOME: \_\_\_\_\_ LENGTH OF TIME: \_\_\_\_\_

**PREVIOUS EMPLOYER:** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

POSITION HELD: \_\_\_\_\_

SUPERVISOR'S NAME: \_\_\_\_\_

MONTHLY INCOME: \_\_\_\_\_ LENGTH OF TIME: \_\_\_\_\_

### BANK - APPLICANT

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CHEQUING  SAVINGS  PCA

### BANK - SPOUSE

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CHEQUING  SAVINGS  PCA

### INSURANCE

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

The applicant(s) will be required to have insurance of personal belongings as well as Tenant's Legal Liability Insurance for damage to the premises, to others' property, and for bodily harm caused by the negligence of the applicant(s), occupant(s), or their guest(s).

### EMERGENCY CONTACT

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME #: \_\_\_\_\_ OFFICE #: \_\_\_\_\_

RELATIONSHIP: \_\_\_\_\_

If the Landlord accepts the Offer to Lease, the deposit shall be retained as the last month's rent and will be credited to the last month's rent upon the applicant(s) terminating their tenancy. If the applicant(s) withdraw(s) the application and Offer to Lease, the Landlord will seek to re-rent the unit and the deposit will be credited against any damages or loss incurred as a result of the applicant(s)'s refusal to take the unit. I/We warrant and confirm that the information given herein is true and correct and I/We authorize(s) and consent(s) to the release and exchange of credit, employment & income, AND past and current residential information.

SIGNED AT OTTAWA THIS \_\_\_\_ / \_\_\_\_ / \_\_\_\_ RENTAL AGENT: \_\_\_\_\_  
DAY MONTH YEAR

APPLICANT: \_\_\_\_\_ SPOUSE: \_\_\_\_\_

ADDRESS - 50 BAYSWATER AVENUE, OTTAWA, ONTARIO, K1V 2E9 PHONE 613) 759-8383, FAX (613) 759-8448  
EMAIL - [rentals@districtrealty.com](mailto:rentals@districtrealty.com) WEB - [www.districtrealty.com](http://www.districtrealty.com)

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

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**TOTAL: \$** \_\_\_\_\_

**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.

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.

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.

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

E) The balance of the first month's rent and the last month's rent are payable upon signing the lease

F) Pet(s) are positively NOT allowed.

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.

\_\_\_\_\_  
Witness    \_\_\_\_\_  
Signature    \_\_\_\_\_  
Date

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

**EMAIL- [rentals@districtrealty.com](mailto:rentals@districtrealty.com)**

**WEB - [www.districtrealty.com](http://www.districtrealty.com)**

How did you hear about us?    \_\_\_ Signage    \_\_\_ From a Friend    \_\_\_ Online (Please Specify) \_\_\_\_\_ Other  
(Please Specify) \_\_\_\_\_

Notes (Office Use Only)

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