

Rental Application: British Columbia

For private landlords in BC. One application for each adult who will live in the unit.

Written to the BC Office of the Information and Privacy Commissioner's guidance for landlords: your SIN is optional, and there are no questions about bank or credit card details, ID numbers or ages. Landlords in BC may not charge any fee to accept or process a rental application (Residential Tenancy Act, section 15). Have ready: your last two addresses and your landlords' contact details, proof of income, and photo ID to show the landlord (it isn't copied).

1. THE RENTAL (FILLED IN BY THE LANDLORD)

Rental address

Unit

Monthly rent (\$)

Available from

Lease term (fixed until, or month to month)

Security deposit, max half a month's rent (\$)

Parking fee, if any (\$ per month)

Landlord or property manager

Included in the rent: ☐ Heat ☐ Electricity ☐ Water ☐ Internet ☐ Laundry ☐ Parking

Landlord phone or email

Applications not accepted are destroyed after (days)

Pet rules for this unit

Pet damage deposit, max half a month (\$)

2. ABOUT YOU

Full legal name

Other names you have used (optional)

Phone

Email

Preferred move-in date

Parking spaces needed (if offered)

Other adults applying with you (names only; each adult fills in their own application)

Social Insurance Number (optional)

Social media profile you'd like to share (optional)

Fields marked (optional) are yours to skip. Leaving them blank can't count against you, and a credit check works without them.

Emergency contact (optional): name

Their phone

Vehicle to park: make, model, plate (optional)

Smoke or vape? (optional)

Tenant insurance? (optional)

Pets you plan to keep, type and number (optional). Guide and service dogs aren't pets and don't need to be listed.

3. RENTAL HISTORY

List your current home and the one before it. No rental history yet? Write "none" and explain in part 7.

Where you live now

Street address

Unit

City

Postal code

Moved in (month/year)

Monthly rent (\$)

Rent, own or other

Landlord or property manager

Their phone or email

Reason for moving (optional)

Where you lived before that

Street address

Unit

City

Postal code

From (month/year)

To (month/year)

Monthly rent (\$)

Landlord or property manager

Their phone or email

Has a tenancy of yours ended by eviction, or gone to a Residential Tenancy Branch dispute? If so, you may explain (optional)

4. INCOME AND EMPLOYMENT

Verifiable income and employment details help the landlord confirm you can pay the rent. The source of your income can't be a reason to refuse you.

Employer or main income source

Position

Since (month/year)

Total monthly income before deductions (\$)

Contact who can confirm it

I can confirm it with: ☐ Pay stub ☐ Letter from employer or payer ☐ Benefit or pension statement ☐ Bank statements
☐ Other

5. REFERENCES (OPTIONAL)

People who can speak to you as a tenant or to your payment record, for example a lender, utility or employer.

Reference 1: name

Relationship (lender, utility, employer...)

Phone or email

Reference 2: name

Relationship (lender, utility, employer...)

Phone or email

6. GUARANTOR (OPTIONAL)

A guarantor can help if your income or rental history is limited. If you list a guarantor, the landlord needs their own consent before checking them.

Guarantor's name

Phone or email

City and province

7. ANYTHING ELSE YOU'D LIKE THE LANDLORD TO KNOW (OPTIONAL)

For example: no rental or credit history in Canada yet, something in your history you'd like to explain, or questions about the unit

8. CONSENT AND DECLARATION

- ☐ I confirm the information in this application is true and complete. I understand this is an application, not a lease, and that applying does not guarantee me the unit.
- ☐ I consent to the landlord contacting the landlords and references I listed. I understand what they share is limited to my suitability as a tenant, such as rent payment, damage and complaints during a tenancy.
- ☐ I consent to the landlord and its tenant screening service obtaining a credit report about me from a consumer reporting agency such as Equifax Canada. The landlord will only run it if I am among the final applicants being considered.

If your application is refused, or offered on different terms, because of information in a credit report, the landlord will tell you in writing within 30 days. You may then ask in writing, within 60 days, for the name and address of the reporting agency (Business Practices and Consumer Protection Act, section 110).

Date of birth (used only to match you to your credit file)

Screening service used (filled in by the landlord)

Your SIN is optional. A credit check works with your name, address and date of birth.

How your information is used: collected under BC's Personal Information Protection Act only to assess this application and, if you become a tenant, to manage the tenancy. It is shared only with the landlords and references you listed and the screening service and reporting agency named above. Information used to make a decision about you is kept for at least one year, as the Act requires, and then securely destroyed. You can ask the landlord to see and correct the information in this application.

Signature (or type your full name)

Printed name

Date

FOR THE LANDLORD

Date received

Photo ID viewed: type only (do not copy it)

Decision (approved or declined)

Decision date

Credit report part of the decision? (yes or no)

If refused because of a credit report: date written notice given (within 30 days)

Destroy after (at least one year)

If approved: tenancy start date

Landlord signature