

Cottonwood Manor Senior's Independent Rental Application



Smithers Community Services Association

Cottonwood Manor is managed by Smithers Community Services Association.

ALL SCSA PROPERTIES ARE NO SMOKING AND NO PET COMPLEXES

A. OFFER TO RENT I/We, the undersigned (called the "Applicant"), offer to rent a unit in Houston, BC known as Cottonwood Manor, 2261 Copeland Avenue

B. FIRST APPLICANT'S PRIMARY INFORMATION (Person(s) asking for accommodation)

You must use your full legal name.

Last Name		First Name		Date of Birth /Mon /Day /Yr	
Present Address		City		Ph.: Cell:	
E-mail address ☐		Rent	Own	How Long?	Current Rent: Includes Utilities?
Previous Address (if less than 3 years)		City		Rent	Own How Long?

C. CO-APPLICANT'S PRIMARY INFORMATION (Complete the following only where different from First Applicant)

Last Name		First Name		Date of Birth /Mon /Day /Yr	
Present Address		City		Ph.: Cell:	
E-mail address ☐		Rent	Own	How Long?	Current Rent: Includes Utilities?
Previous Address (if less than 3 years)		City		Rent	Own How Long?

D. INCOME INFORMATION: List Gross Monthly Income (before deductions) for all members of your household from all sources. **Current proof of income may be required.**

Name	Source (i.e. Employer, EI, Pension, Gain, etc.)	Gross Monthly Income (\$)
1		
2		
3		
Total Gross Monthly Income (entire household)		

E. VEHICLE INFORMATION: Tenant vehicles must be registered, driveable and insured.

Do require a parking space?	License Plate #	Automobile Make/Model	Year
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F. CURRENT ACCOMODATION: (Please describe your current accommodation below)

Is your present accommodation:	
☐ 1. Apartment	☐ 2. House/Duplex/Townhouse
☐ 4. Basement Suite	☐ 5. Room & Board
☐ 8. Hotel/Motel	☐ 9. Other (please explain)
☐ 3. Housekeeping Room	☐ 6. Trailer
☐ 7. Living with Family/Friends	
Reason for leaving:	
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 current Rental Property Owner/Manager must be attached	

G. PLEASE LIST REFERENCES:

	Current Landlord Name	Property Name	Phone Number	Alternate Phone
1.				
	Past Landlord Name	Property Name	Phone Number	Alternate Phone
2.				

H. APPLICANT'S STATEMENTS:

I/We presently insure our belongings and for third party liability ☐ Yes ☐ No ☐	
Note: Rental Property Owners and Managers are not responsible for tenants' possessions. If accepted, we strongly recommend that you carry tenants' insurance	
DECLARATION: Please read and sign this statement. I/We understand all SCSA properties are non-smoking and agree not to smoke or allow our guests to smoke anywhere on the property premises, including outside, and understand this could result in eviction.	
I/We understand that this application does not constitute any agreement on the part of SCSA 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 SCSA 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 SCSA my/our consent to make any inquires that are necessary to verify the information given in this application and I/we authorize any person, corporation or social agency to release to SCSA any information pertinent to the assessment of my/our application.	
Signature of Applicant	Date Signed
Signature of Applicant	Date Signed

Once your application is completed in full please return to:

Mailing Address: Smithers Community Services Association OR: Cottonwood Manor
Box 3759 - 3815 B Railway Avenue 2261 Copeland Avenue
Smithers, BC V0J 2N0 Houston, BC V0J 1Z0
E-mail: general@scsa.ca
Fax: 250-847-3712