



**STONEWATER**  
PROPERTIES

**TENANT CREDIT REPORT**

**Section 1 – General Information**

Unit & Property Address: \_\_\_\_\_

Lease Rate: \_\_\_\_\_

Commencement Date: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

Tenant Name (to appear on lease): \_\_\_\_\_

Tenant Email Address: \_\_\_\_\_

Tenant Phone Number: \_\_\_\_\_

**Section 2 – Personal Credit Information**

Company Name: \_\_\_\_\_

Company Website: \_\_\_\_\_

Applicant #1

Applicant Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Home Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Birthdate: \_\_\_\_\_

Applicant #2

Applicant Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Home Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Birthdate: \_\_\_\_\_



### Section 3 – Financial Information

#### Banking Information

Bank: \_\_\_\_\_  
Branch: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone/Fax #: \_\_\_\_\_  
Contact: \_\_\_\_\_

#### Accountant Information

Accountant/Auditor: \_\_\_\_\_  
Phone/Fax #: \_\_\_\_\_  
Contact: \_\_\_\_\_

### Section 4 – References

#### Reference #1

Company Name: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

#### Reference #2

Company Name: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

The applicant/Tenant, hereby authorizes the Landlord or its representative to contact the above noted references for background information and/or obtain a consumer credit report to determine eligibility for tenancy and assess credit worthiness.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



## Section 5 – Security Deposit & First Month Rent

Security Deposit Explained to Tenants: \_\_\_\_\_

First Month Rent and Security Deposit must be paid prior to occupancy. A *Security Deposit* is collected and held in Trust (not interest bearing) for the term of the lease and any further renewals. It will be reimbursed to the Tenant once vacant possession is delivered to the Landlord and meet the following conditions: returning all unit and building keys to the Landlord, receiving the Landlord’s reasonable approval of the condition of the unit, and ensuring all lease requirements are fulfilled, with no defaults of past or current payment by the Tenant.

The process for returning the Security Deposit is managed through Stonewater Properties Alta, Inc.’s Head Office in Langley, B.C. The deposit will be sent to the Tenant via mail to the address they have provided.

Tenant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Landlord Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Section 6 – For Office Use Only

Credit Rating: \_\_\_\_\_ Application Approved (Y/N): \_\_\_\_\_

Tenant Name: \_\_\_\_\_

Unit Number: \_\_\_\_\_

Approved By: \_\_\_\_\_

Tenant Notified: \_\_\_\_\_

Notes:



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**Please return the completed form in person or via email:**

Stonewater Properties Alta, Inc./790 2883 Canada Ltd.

104-2487 Kaladar Ave. Ottawa, ON K1V 8B9

Email: [donna@stonewaterproperties.com](mailto:donna@stonewaterproperties.com)

CC: [julia@stonewaterproperties.com](mailto:julia@stonewaterproperties.com)

Tel. 613-291-6206/Tel. 613-866-3912