



**shishalh Nation - Lands Department**

5545 Sunshine Coast Highway, PO Box 740, Sechelt, BC, V0N 3A0

Phone: 604.740.5600 Toll Free: 1.866.885.2275

[lands@shishalh.com](mailto:lands@shishalh.com) [www.shishalh.com](http://www.shishalh.com)

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**Lease Application Form**

**Please provide the following information when applying for a new or existing residential lease. Information package to be forwarded directly to the Lands Department.:**

\*Non-refundable Application Fee (includes GST); bank draft payable to

**shishalh Nation:**

\$ 525 for assignment of existing lease

\*Lease Application form; completed and signed by all applicants

\*Most recent 2 years tax returns and Notice of Assessments for each applicant\*

**\*INCOME CONFIRMATION DOCUMENTATION NOT REQUIRED FOR PREPAID LEASES**

\*Copy of Offer to Purchase

\*Copy of current Home Inspection by accredited Inspector

\*Other documents may be requested upon review of application

**Subject Property:**

Civic Address: \_\_\_\_\_

Assignor: \_\_\_\_\_

Band Land No: \_\_\_\_\_ Lot No. \_\_\_\_\_

Purchase price: \_\_\_\_\_

Completion date: \_\_\_\_\_

Will there be new financing on this property? \_\_\_\_\_

***If so, we will require full details of financing and approval will be subject to review of the mortgage documentation to ensure it meets the requirements of the sN.***

Will this be a primary residence? \_\_\_\_\_ Vacation home? \_\_\_\_\_

***Leasehold properties are intended for lessee use only. Sub-letting of properties requires prior approval by the sN.***

Do you have renovation or construction plans for the property? \_\_\_\_\_

***All construction, alteration or replacement of the buildings or installation of improvements on the land requires approval of the sN. Please contact the Lands Department for more details as to what this process may entail.***

**External Contacts:**

Real Estate Representative: \_\_\_\_\_

Phone: \_\_\_\_\_ email: \_\_\_\_\_

Legal Representative: \_\_\_\_\_

Phone: \_\_\_\_\_ email: \_\_\_\_\_

**Office Use:**

Date Received: Application \_\_\_\_\_ Fee \_\_\_\_\_ Financial Info \_\_\_\_\_

Lease amount: \_\_\_\_\_ Confirmed by: \_\_\_\_\_

Property taxes: \_\_\_\_\_ Confirmed by: \_\_\_\_\_

Date Reviewed: \_\_\_\_\_ Reviewer: \_\_\_\_\_



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**All applicants to fully complete and sign this form.**

**Applicant Details:**

**Applicant 1:**

First/middle name: \_\_\_\_\_ Surname: \_\_\_\_\_  
 Date of birth: \_\_\_\_\_  
 Cell No.: \_\_\_\_\_ email: \_\_\_\_\_  
 Home No.: \_\_\_\_\_ Office No.: \_\_\_\_\_  
 ID: Type \_\_\_\_\_ No. \_\_\_\_\_  
       Type \_\_\_\_\_ No. \_\_\_\_\_  
 Social Insurance # (if applicable and authorization provided): \_\_\_\_\_

**Applicant 2:**

First/middle name: \_\_\_\_\_ Surname: \_\_\_\_\_  
 Date of birth: \_\_\_\_\_  
 Cell No.: \_\_\_\_\_ email: \_\_\_\_\_  
 Home No.: \_\_\_\_\_ Office No.: \_\_\_\_\_  
 ID: Type \_\_\_\_\_ No. \_\_\_\_\_  
       Type \_\_\_\_\_ No. \_\_\_\_\_  
 Social Insurance # (if applicable and authorization provided): \_\_\_\_\_

Current address: \_\_\_\_\_

Length of time at current address: \_\_\_\_\_ Rent / Own? (circle)

Will current property be retained along with the new property? \_\_\_\_\_

Previous address (if less than 3 yrs at current):  
\_\_\_\_\_

Mailing address (for future correspondence):  
\_\_\_\_\_

**Employment / Income:**

**Applicant 1:**

Employer: \_\_\_\_\_ Position: \_\_\_\_\_  
 Duration: \_\_\_\_\_  
 Annual Gross Income: \_\_\_\_\_ Salary / commission / hourly? (circle)

**Applicant 2:**

Employer: \_\_\_\_\_ Position: \_\_\_\_\_  
 Duration: \_\_\_\_\_  
 Annual Gross Income: \_\_\_\_\_ Salary / commission / hourly? (circle)

**Other income:**

	<b>Details</b>	<b>Annual \$</b>
Pension	_____	_____
Investment income	_____	_____
Other	_____	_____
	_____	_____



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#### Net Worth Information:

<b>Assets:</b>	<b>Details</b>	<b>\$ Value</b>
Bank accounts	_____	_____
	_____	_____
RRSP	_____	_____
Non-registered investments	_____	_____
Vehicle 1	_____	_____
Vehicle 2	_____	_____
Other real estate	_____	_____
Other assets	_____	_____

<b>Liabilities:</b>	<b>Details</b>	<b>Limit</b>	<b>Balance</b>	<b>Payment</b>
Credit cards				
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
Line of credit	_____	_____	_____	_____
Loans (car/personal etc.)				
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
Car insurance	_____	_____	_____	_____
Utilities	_____	_____	_____	_____
Mortgage (other ppty)	_____	_____	_____	_____
Property tax (other ppty)	_____	_____	_____	_____
Current rent (if ongoing)	_____	_____	_____	_____
Other payments	_____	_____	_____	_____

#### Please provide any additional information that may assist in our review of this Lease Application.

I/we warrant and confirm that the information given in the application form is true and correct and I/we understand that it is being collected and will be used to determine my/our credit responsibility. You are authorized to obtain any information you may require for these purposes from other sources (including, for example, credit reporting agencies) and each such source is hereby authorized to provide you with such information. I/we consent to the collection, use and disclosure of my personal information for purposes of identification, communication, determining eligibility for tenancy, assessing my credit worthiness, processing payments, responding to emergencies, ensuring the orderly management of the tenancy, entering into and/or renewing a lease agreement and complying with legal requirements. My information will be held in the strictest confidence.

I/we understand that the disclosure of my SIN is optional and will only be used to verify that the credit report request is accurately matched up with the correct data contained in my credit history file.

I/we understand that I/we may withhold my permission and that in such a case, no investigation will be done, and my application for the lease will not be processed further.

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

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

Print Name: \_\_\_\_\_

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

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

Print Name: \_\_\_\_\_

Should you have any further questions or concerns, please call the Lands Department directly.