

## Community Housing - New Tenant Rental Application September - An Clachan

### Important Notes Re: AN CLACHAN

Currently there are common study rooms, one in each building block. These rooms are currently provided as is and there is no guarantee that they will be available throughout the lease period (i.e. due to additional space requirements, renovations, etc), the study room should not be considered an included amenity as part of your lease.

Currently there are bike storage rooms. These rooms are not intended to provide bike storage for all building tenants. These rooms are provided as is for bike storage at the individuals tenant's risk per our policies and procedures. As such, the bike rooms should not be considered an included amenity as part of your lease.

There are several projects in the planning stages for An Clachan.

1. The mechanical room at the top of Building 9 will undergo upgrades starting in the summer of 2018 and could continue into the fall. The work will involve contractors at the complex. There will be periodic noise and odours. There will be equipment including cranes on site periodically. This work will also require occasional water shutdown.
2. The replacement of roof units on all buildings will be started in the summer of 2018. The work will involve contractors at the complex. There will be periodic noise and odours. There will be equipment including cranes on site periodically.
3. Bell will be installing connections in each apartment over the summer of 2018 that will provide opportunity for tenants to have access to Bell Fibe service. The tenant remains responsible to arrange for hook up of the service, if wanted, at the tenants' expense.
4. There could be repairs undertaken in the parking lots. This work will involve equipment on site, the temporary relocation of tenants' vehicles, noise and smell.
5. There could be work started on the water circulation lines in the buildings. This will involve the removal of drywall from the common hallways, contractors working in the common hallways and occasional water shutdown.

# RENTAL APPLICATION September - An Clachan (This is NOT a lease)

Queen's University – Community Housing, 169 University Ave, Kingston, ON, K7L 3N6  
community.housing@queensu.ca, fax 613.533.2196



## START DATE, LEASE TERM, and APARTMENT TYPE (please select 1 option only from each section)

Please note: There are no elevators in the An Clachan Complex (3 story buildings). Lease offers will be made based on availability; we cannot guarantee ability to meet all/any preferences. Please visit <http://community.housing.queensu.ca> for rent rates

**Start Date**  Sept 1 **Preferred Unit Type**  1 bedroom  2 bedroom  3 bedroom  Any Available Unit

**Lease Term**  12 Month Unfurnished  12 Month FURNISHED  8 Month FURNISHED  4 Month FURNISHED

**Floor Preference**  1st Floor  2nd Floor  3rd Floor

## PRIMARY APPLICANT INFORMATION - (MUST be a Queen's Undergrad/Grad/PhD student, ESL Student\*, Faculty\*, Post Doc\*, Staff\*, Visiting Researcher/Scholar\*. \*Please include supporting documentation, e.g. appointment letter, with your application). Priority for apartments is given to Queen's students; units for other noted groups\* are very limited and subject to availability

Title	Legal Last Name/Family Name	All Legal Given Names in Full	Preferred Name (e.g. Jim)	Date of Birth (MM/DD/YYYY)	Queen's Student #
Current Address (including Apt#, Street #, Street name)		City	Country	Province	Postal Code
@queensu.ca Email Address		Other Email Address	Home Phone #	Cell Phone #	
Queen's Status (e.g. Grad Student, Faculty, Staff, etc)		Expected Graduation/Completion Date	Signature		Date

## OTHER ADULTS (18 years of age and older) WHO WILL BE LIVING WITH THE PRIMARY APPLICANT (please print)

Title	Legal Last Name/Family Name	All Legal Given Names in Full	Preferred Name (e.g. Jim)	Date of Birth (MM/DD/YYYY)	Queen's Student #
Home Address (including Apt#, Street #, Street name)		City	Country	Province	Postal Code
@queensu.ca Email Address		Other Email Address	Home Phone #	Cell Phone #	
Queen's Status (e.g. Grad Student, Faculty, Staff, etc)		Expected Graduation/Completion Date	Signature		Date

Title	Legal Last Name/Family Name	All Legal Given Names in Full	Preferred Name (e.g. Jim)	Date of Birth (MM/DD/YYYY)	Queen's Student #
Home Address (including Apt#, Street #, Street name)		City	Country	Province	Postal Code
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Queen's Status (e.g. Grad Student, Faculty, Staff, etc)		Expected Graduation/Completion Date	Signature		Date

Title	Legal Last Name/Family Name	All Legal Given Names in Full	Preferred Name (e.g. Jim)	Date of Birth (MM/DD/YYYY)	Queen's Student #
Home Address (including Apt#, Street #, Street name)		City	Country	Province	Postal Code
@queensu.ca Email Address		Other Email Address	Home Phone #	Cell Phone #	
Queen's Status (e.g. Grad Student, Faculty, Staff, etc)		Expected Graduation/Completion Date	Signature		Date

## CHILDREN (under 18 years of age) WHO WILL BE LIVING WITH THE PRIMARY APPLICANT (please print)

Salutation (e.g. Mr., Mrs., Ms., Miss)	Legal Last Name/Family Name	All Legal Given Names in Full	Date of Birth (MM/DD/YYYY)
Salutation (e.g. Mr., Mrs., Ms., Miss)	Legal Last Name/Family Name	All Legal Given Names in Full	Date of Birth (MM/DD/YYYY)
Salutation (e.g. Mr., Mrs., Ms., Miss)	Legal Last Name/Family Name	All Legal Given Names in Full	Date of Birth (MM/DD/YYYY)

## APPLICANT(S) DECLARATION & AUTHORIZATION

In making this Application, I/We declare that the information reported on this form is true and complete. I/We give permission to Queen's Community Housing to verify my/our student status. I/We understand that if offered a unit based on false or incomplete information, the offer may be rescinded. I/We understand that application does not guarantee I/we will get a unit. I/We also authorize Queen's University, upon the termination of my/our tenancy, to release tenancy history and relevant credit information upon oral or written request from prospective landlords.

**PROTECTION OF PRIVACY:** The personal information requested on this form is collected and protected under the authority of the *Royal Charter of 1841*, as amended. It will be used to determine and verify your eligibility for rental accommodation and for uses consistent with that purpose. If your application is accepted, this personal information will be used to operate and administer the services provided by Community Housing and for uses consistent with that purpose. Direct questions expressly related to the collection and use of this information to: Associate Director (Community Housing), 169 University Avenue, Kingston, ON, K7L 3N6, 613.533.2501.

<b>Office Use Only</b>
Date Received: ___/___/___ Date Entered in Yardi: ___/___/___ Initials: _____ Unit Offered: _____
MM DD YYYY MM DD YYYY
Revised 2018-02-02