Providing Premier Rental Suites

Assured Storage & Properties Inc.

6301– 55 Street, Taber AB T1G 2H4

Phone 403-223-1721 **Email office@assuredtaber.com**

Site _____

Unit _____

RENTAL APPLICATION

To review Assured Storage & Properties Inc. Privacy Policy, refer to document printed on the reverse side of this application. Property owners will maintain the confidentiality of the personal information in this document.

PERSONAL INFORMATION

Name(s) _____ D.O.B ___(M) ___(D) ___(Y) _____ D.O.B ___(M) ___(D) ___(Y)

SIN (first applicant): _____ SIN (second applicant): _____

Email (1st applicant) _____ (2nd applicant) _____:

Number of people to occupy premises: _____ adults and _____ children: ages ____, ____, ____, ____, ____, ____.

Address _____ Applicant's Driver's License No: _____ Province _____

City _____ Province _____ Postal Code _____

Vehicle Make _____ Type _____ Color _____ Year _____ Size _____

Home Phone No. _____ Alternate Phone 1 _____ Alternate Phone 2 _____

EMPLOYMENT		
Are you currently employed?	Applicant: YES ____ NO ____	Co-applicant: YES ____ NO ____
Name of present employer (optional)		
Employer's address		
Employer's phone number		
Present occupation or job		
For how long		
Supervisor's Name (optional)		
Supervisor's Phone No. (if a reference)		
Will you be smoking in these premises?	Applicant: YES ____ NO ____	Co-applicant: YES ____ NO ____
Monthly income		
Bank and Branch		
Person overseeing your account		

PRESENT LANDLORD		
Present or previous landlord	Name:	Address:
Is landlord a reference for you?	YES NO	If yes - Phone Number

REFERENCES (not relatives)	
Reference 1	**Reference 2**
Name	Name
Address	Address
Occupation	Occupation
Phone	Phone

RELATIVES OR FRIENDS WHO CAN BE CONTACTED IN CASE OF EMERGENCY	
Name	Name
Address	Address
Phone	Phone

OTHER INFORMATION	
Insurance	**Pets**
Is your furniture insured against loss by fire & theft?	Landlord - Advise if pets are allowed: YES: NO:
Proof of insurance will be required before occupancy.	If yes, describe:

In order to assess your ability to meet your financial obligations, you authorize Assured Storage & Properties Inc. and its agents and assigns:

1) to request and obtain personal information about you from credit bureaus from information they have previously collected about you in order to assess your credit history;
3) to exchange your personal information with credit bureaus in order to protect you, ensure the completeness of the information and maintain the integrity of the credit granting system;
2) to request income information from your employer to verify your eligibility as a tenant;
4) to co-operate with local, provincial and national authorities in the investigation of unlawful or improper activities in order to protect you and us from fraudulent transactions; and
5) disclose your personal information where necessary to protect your interests, and ours.

By signing this application, the Applicant affirms that all statements made herein to the best of the Applicant's knowledge are true. Applicant hereby authorizes Landlord to obtain, store and use the Applicant's personal information as outlined herein. Applicant hereby affirms acceptance of terms as described on both sides of this Application Form.

Landlord Comment

Applicant 1 Signature _____ Date of Applicant 1 Signature _____

Landlord's Signature _____ Date of Landlord's Signature _____

Assured Storage & Properties Inc. PERSONAL INFORMATION PROTECTION POLICY

Assured Storage & Properties Inc.is committed to safeguarding the personal information entrusted to us by our tenants. We manage your personal information in accordance with Alberta's Personal Information Protection Act and other applicable laws. This policy outlines the principles and practices we follow in protecting your personal information. This policy applies to Assured Storage & Properties Inc. The policy also applies to any person providing services on our behalf.

Personal information means information about an identifiable individual. This includes an individual's name, home address and phone number, age, sex, marital or family status, an identifying number, financial information, educational history, etc.

We collect only the personal information that we need for the purposes of providing services to our tenants, including personal information to:

- Open and manage an account.
- Deliver requested products and services.
- Enroll tenant in a program if applicable.
- Assess suitability for tenancy.
- Contact tenants for appointments.
- Follow up with tenants to determine satisfaction with products and services.
- Meet regulatory requirements.

We normally collect tenant information directly from our tenants. We may collect your information from other persons with your consent or as authorized by law.

We inform our tenants, before or at the time of collecting personal information, of the purposes for which we are collecting the information. The only time we don't provide this notification is when a tenant volunteers information for an obvious purpose (for example, producing a personal credit card or photo identification when this information with be used only to process the transaction).

We ask for consent to collect, use, or disclose tenant personal information, except in specific circumstances where collection, use or disclosure without consent is authorized or required by law. We may assume your consent in cases where you volunteer information for an obvious purpose.

In cases where we collected personal information before January 1 2004, we assume your consent to our use and, where applicable, disclosure for the purpose for which the information was collected.

We ask for your express consent for some purposes and may not be able to provide certain services if you are unwilling to provide consent to the collection, use or disclosure of certain personal information. Where express consent is needed, we will normally ask tenants to provide their consent orally (in person, by telephone), in writing (by signing a consent form, by checking a box on a form, or electronically (by clicking a button).

In cases that do not involve sensitive personal information, we may rely on "opt-out" consent. For example, we may disclose your contact information to other organizations that we believe may be of interest to you, unless you request that we do not disclose your information. You can do this by telephoning our number (403-223-1721).

A tenant may withdraw consent to the use and disclosure of personal information at any time, unless the personal information is necessary for us to fulfill our legal obligations. We will respect your decision, but we may not be able to provide you with certain products and services if we do not have the necessary personal information.

We may collect, use or disclose customer and tenant personal information without consent only as authorized by law. For example, we may not request consent when the collection, use or disclosure is reasonable for an investigation or legal proceeding, to collect a debt owed to Assured Storage & Properties Inc..., in an emergency that threatens life, health or safety, or when the personal information is from a public telephone directory.

In order to assess your ability to meet your financial obligations, you authorize Assured Storage & Properties Inc.. and its agents and assigns:

(i) to request and obtain personal information about you on an ongoing basis from credit bureaus from information they previously collected about you in order to assess your credit history;
(ii) to exchange your personal information on an ongoing basis with credit bureaus in order to protect you, ensure the completeness of the information and maintain the integrity of the credit granting system;
(iii) to co-operate with local, provincial and national authorities in the investigation of unlawful or improper activities in order to protect you and us from fraudulent transactions; and
(iv) disclose your personal information where necessary to protect your interests, and ours.

We use and disclose personal information only for the purposes for which the information was collected, except as authorized by law. For example, we may use tenant information to deliver goods. The law also allows us to use that contact information for the purpose of collecting debt owed to Assured Storage & Properties Inc., should that be necessary.

If we wish to use or disclose your personal information for any new business purpose, we will ask for your consent.

We make every reasonable effort to ensure that customer and tenant information is accurate and complete. We rely on our customers and tenants to notify us if there is a change in their personal information that may affect their relationship with Assured Storage & Properties Inc.. If you are aware of an error in our information about you, please let us know and we will correct it on request wherever possible.

In some cases we may ask for a written request for correction.

We protect our customer and tenant personal information in a manner appropriate for the sensitivity of the information. We make every reasonable effort to prevent any loss, misuse, disclosure or modification of personal information, as well as any unauthorized access to personal information.

We use appropriate security measures when destroying customer and tenant personal information, including shredding paper records and permanently deleting electronic records.

We retain personal information only as long as is reasonable to fulfill the purposes for which the information was collected or for legal or business purposes.

Tenants of Assured Storage & Properties Inc. have a right to access their own personal information in a record that is in our custody or under our control, subject to some exceptions. For example, organizations are required under the Personal Information Protection Act to refuse to provide access to information that would reveal personal information about another individual. Organizations are authorized under the Act to refuse access to personal information if disclosure reveals confidential business information. Access may also be refused if the information is privileged or contained in mediation records.

If we refuse a request in whole or in part, we will provide the reasons for the refusal. In some cases where exceptions to access apply, we may withhold that information and provide you with the remainder of the record.

You may make a request for access to your personal information by writing to the Administrative Assistant at Assured Storage & Properties Inc.. designated to ensure compliance with PIPA. You must provide sufficient information in your request to allow us to identify the information you are seeking.

You may also request information about our use of your personal information and any disclosure of that information to people outside Assured Storage & Properties Inc. For personal information collected before January 1 2004, if we do not have a record of disclosures, we will provide information about any disclosure of your information that is likely to have occurred.

You may also request a correction of an error or omission in your personal information.

We will respond to your request within 45 calendar days, unless an extension is granted. We may charge a reasonable fee to provide information, but not to make a correction. We will advise you of any fees that may apply before beginning to process your request.

If you have a question or concern about any collection, use or disclosure of personal information by Assured Storage & Properties Inc.. or about a request for access to your own personal information, please contact:

Administrative Assistant
Assured Storage & Properties Inc.
6301 55 Street
Taber, Alberta T1G 2H4
Phone (403) 223-1721 Email office@assuredtaber.com

If you are not satisfied with the response you receive, you should contact the Information and Privacy Commissioner of Alberta:

Office of the Information and Privacy Commissioner of Alberta
Suite 500, 640 – 5th Avenue S.W.
Calgary, Alberta T2P 3G4
Phone: (403) 297-2728 Toll-free: 1-888-878-4044
Email: generalinfo@oipc.ab.ca Website: www.oipc.ab.ca