Kirkland Lake Residence Application

**Personal Info**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Click or tap here to enter text. | | | |
| Home Address (City, Prov, Postal Code) | Click or tap here to enter text. | | | |
| Cell Number | Click or tap here to enter text. | Email | Click or tap here to enter text. | |
| Date of Birth | Day: Click or tap here to enter text. | Month: Click or tap here to enter text. | | Year: Click or tap here to enter text. |

**Parking**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Vehicle Make: | Click or tap here to enter text. | Model: | Click or tap here to enter text. | |
| License Plate: | Click or tap here to enter text. | | |

**Emergency Contact**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Click or tap here to enter text. | | |
| Relationship | Click or tap here to enter text. | Phone Number | Click or tap here to enter text. |

**Room Selection (check one)**

|  |  |
| --- | --- |
| **Weekly** | **Monthly** |
| **Small Single Room - shared washroom** | **Small Single Room - shared washroom** |
| **Large Single Room - shared washroom** | **Large Single Room - shared washroom** |
| **Large Single Room - private washroom** | **Large Single Room - private washroom** |
| **Suite  A  D  E** | **Suite  A  D  E** |
| **Large Room - Additional Occupant** | **Large Room - Additional Occupant** |
|  | **Mini Fridge ($25/month)** |

*Please note that we will try our best to accommodate your choice, but availability is not guaranteed.*

|  |  |  |  |
| --- | --- | --- | --- |
| Anticipated Arrival Date: | Click or tap here to enter text. | Anticipated Departure Date: | Click or tap here to enter text. |

A $100 deposit is required to guarantee your room. Funds can be sent via email transfer to [accounting@sandstonemanagement.ca](mailto:accounting@sandstonemanagement.ca) (password: coffee).

**Credit Card for Security Deposit:**

*The purpose of this deposit is to cover any potential damage to the property, missing items, excessive cleaning fees, or any outstanding charges that may occur during your stay. Any items charged to the credit card will have a 3.5% credit card fee added. If you are unable to provide a credit card, we require a $300 refundable deposit.*

|  |  |  |  |
| --- | --- | --- | --- |
| Name on Card | Click or tap here to enter text. | | |
| Number | Click or tap here to enter text. | Expiry | Click or tap here to enter text. |

*IMPORTANT:* To ensure quick processing of your application, please include a copy of your government-issued Photo ID when you submit your application and agreement.

Short-Term Stay Agreement (Ontario)

THIS AGREEMENT made the \_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_\_ .

BETWEEN:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Kirkland Lake Residence \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(hereafter referred to as the “Host”)

AND:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­\_\_

(hereafter referred to as the “Guest”)

REGARDING:

\_\_\_\_\_\_\_\_\_\_\_\_51 Fourth Street, Kirkland Lake, P2N 1T2\_\_\_\_ Room \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Address of Premises)

FEE:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ + HST per Week / Month (circle one)

The Rental Period begins at 4 PM on the day of arrival and ends at 11 AM on the day of departure.

1. To ensure maximum fairness for all, Sandstone Management Inc. operates on a first-reserved, first-served basis and does not discriminate. Reservations are guaranteed upon receipt of payment.
2. Reservation Guarantee - If our property is damaged outside of our control, such as fire, flood, earthquake etc., and we cannot fulfill your reservation, you will be given the option to either cancel your reservation with a 100% refund or be moved to a comparable property. If we fail to successfully relocate you, you will receive a full refund.
3. Cancellation by Guest: All payments are non-refundable. If we can replace your booking, we will refund your money at the re-booked rate minus a 20% cancellation fee.
4. The Guest may lengthen the reservation subject to availability. If you would like to shorten your reservation, please note that your deposit calculated on the original amount is non-refundable; if the balance has been paid in full, then it will be re-adjusted to reflect your shortened reservation subject to the cancellation policy terms. Extensions of stays are also bound by this agreement.
5. The Guest acknowledges and agrees that their stay at the Kirkland Lake residence is solely for short-term lodging purposes and does not establish a tenancy agreement or landlord/tenant relationship as defined by applicable laws. The Guest further understands that they are granted temporary permission to occupy the premises for the agreed-upon duration.
6. The Property Manager, Owner or Owners Representative has the right to inspect the premises without prior notice at any time to enforce the terms of this agreement. Should the Guest violate any of the terms of this agreement, within reason, the rental period shall be terminated immediately. The Guest waives all rights to process if they fail to vacate the premises upon termination of the rental period. The Guest shall vacate the premises at the expiration time and date of this agreement.
7. Guests may bring their own mini-fridges or freezers for use in their rooms. Each refrigeration unit is subject to an additional fee of $10 per month to cover hydro usage.
8. Guests may bring their own air conditioning unit for use in their room. Each air conditioning unit is subject to an additional fee of $40 per month to cover hydro usage.
9. There is no telephone in the unit, but there is very good cell phone reception. Emergency medical and police services can be called by dialing 911. Property Manager After-Hour Emergency Number 1-877-417-1155.
10. The Guest shall maintain the premises in a good, clean, and ready-to-rent condition, and use the premises only in a careful and lawful manner. The Guest shall leave the premises in a ready-to-rent condition at the expiration of the rental agreement, defined by the Owner as being immediately habitable by the next Guest. The Guest shall pay for maintenance and repairs should the premises be left in a lesser condition. Housekeeping services are provided only after check-out or just prior to check-in. Refreshers can be arranged for stays longer than 7 nights.
11. The Guest shall dispose of all waste materials generated during the rental period in a lawful manner and put the trash in the assigned bins. It is not permitted to leave trash outside the room at any time or outside the building because it attracts animals.
12. The Guest shall pay for any damage done to the premises over and above normal wear and tear and is responsible for ensuring that these policies are respected and adhered to. The Guest releases the Property Owners from any and all liability for theft or injury while in transit to the property, in the property, or on adjacent lands.
13. No animals or pets of any kind will be brought onto the premises.
14. The Guest shall not sublet the property.
15. The Guest shall have no more than 1 (one) person reside or sleep on the premises unless additional provisions have been made with the Property Manager.
16. The Guest shall behave in a civilized manner and shall be a good neighbour, respecting the rights of the surrounding rooms. The Guest shall not create noise or disturbances likely to disturb or annoy the surrounding Guests. Quiet Hours start at 10 PM and outdoor noise should be kept to a minimum. Fines will be levied on the spot to Guests who are disturbing the peace. The security company or the Property Manager may also evict guests from the premises. Guests are also responsible for fines levied against the Owner as a result of noise bylaw infringements incurred by the Guest. Normal conversation pitch is accepted. Continued screaming, yelling and/or swearing is not. The Owner nor Property Manager will not refund evicted Guests.
17. SMOKING IS NOT PERMITTED INSIDE THE PREMISES and is strictly enforced. Smoking inside will result in significant charges as outlined in the Property Damage Policy as well as possible eviction. Smoking is allowed outside. Designated smoking areas are provided with picnic tables and butt cans.
18. Each unit is equipped and set up as a fully furnished unit that may or may not include: single beds and sheets, linens, blankets, pillows, towels, a fully equipped kitchen, common laundry, and a TV. For the Guest’s convenience, toilet paper, paper towels, dish detergent, and hand soap will be supplied and will be replaced if consumed during the stay. No reimbursement will be made for unused consumables left on the premises by the Guest.
19. The Guest and their guests shall hereby indemnify and hold harmless the Owner and Property Manager against any and all claims of personal injury or property damage or loss arising from the use of the premises regardless of the nature of the accident, injury or loss. The Guest expressly recognizes that any insurance for property damage or loss that the Owner may maintain on the property does not cover the personal property of The Guest and that Guests should purchase their own insurance for themselves and their guests if such coverage is desired.
20. The Guest shall see to their own security while on the property by locking doors, windows, etc. when it is prudent to do so.
21. The Guest agrees to pay all reasonable costs, attorney’s fees and expenses, that shall be made or incurred by Owner and Property Manager enforcing this agreement. The Guest expressly acknowledges and agrees that this Agreement is for transient occupancy of the Property and that The Guest does not intend to make the property a residence or household.
22. We occasionally experience outages that are beyond our control. We report outages as each occurs. No refunds or compensation will be given for any outages.   There shall be no refunds of rent due to shortened stays or ruined expectations because of weather or other conditions.
23. There shall be no refunds of rent because of shortened stays or ruined expectations due to work and family emergencies or other commitments.
24. The Guest shall use the property for legal purposes only and other uses, such as but not limited to, illegal drug use, abuse of any person, harbouring fugitives, etc.; shall cause termination of this agreement with no refund of rent or deposits.
25. Fire extinguishers are located throughout the hallways. Each fire extinguisher was fully charged at the last inspection. It is the duty of the Guest to inform the Owner or Owner’s Representative immediately should the fire extinguisher become less than fully charged. The Guest agrees to use the fire extinguisher only for true emergencies.
26. The property has fire alarms installed and they are believed to function properly at the time of rental. The Guest will notify the Owner or Owner’s Representative without delay if a fire alarm chirps or has a low battery condition or any other unusual incident occurs with respect to the fire alarm.
27. Parking is provided in the surface lot at the back of the building. During their stay, the Guest is entitled to park there. Due to limited parking, there is only 1 parking space available for each room. Additional guests may park in guest’s parking spaces, on a first-come first-served basis.
28. Valuable items left behind by the Guest will be held for the Guest and every reasonable effort will be made to contact the Guest for return. If items are not claimed for longer than 3 months, they shall become the property of the Owner. The Owner shall not be held liable for the condition of said items.
29. Cable TV is provided, and the service level has been chosen by the Property Manager. No refund of rent shall be given for outages, content, lack of content, or personal preferences with regard to cable TV service. High-speed wireless internet is provided as a convenience only and is not integral to the agreement. No refund of rent shall be given for outages, content, lack of content, speed, access problems, lack of knowledge of use, or personal preferences with regard to internet service.

PRIVACY - The Owner and Property Manager agree to not sell, refer, rent or divulge to any third parties the names or personal information of their Guests without prior written consent from the Guests, except under force of law, or for law enforcement purposes relating to policy and property violation. The Owner agrees to not use the Guest’s personal information for any reason other than its original intended purpose without written consent from the Guest. The Guest agrees to not sell, refer, rent or divulge to any third parties the names or personal information of the Owners without prior written consent from the Owners, except under force of law or for law enforcement purposes. The Guest also agrees to not use Owner’s or Property Manager’s, staff or contractor’s personal information for any reason other than its original intended purpose without written consent from the respective parties.

* **I AGREE THAT I WILL BE CHARGED $200.00 PLUS HST IF I BRING A PET INTO A ROOM OR FOR SMOKING / VAPING IN THE ROOM.**
* **I ASSUME RESPONSIBILITY FOR ALL DAMAGES TO AND ARTICLES MISSING FROM THE ROOM.**
* **I AGREE TO PAY FOR AND HEREBY AUTHORIZE ANY AND ALL CHARGES TO MY CREDIT CARD OR SECURITY DEPOSIT.**

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Host Guest

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Date Date

Mailing address: 51 Fourth Street, Kirkland Lake, ON, P2N 1T2

After-Hours Emergency Number: 1-877-417-1155

Quiet Hours: 10:00 PM to 8:00 AM

kirklandlakeapartments.ca/klr