



GENERAL HOUSING APPLICATION

Buildings are all non-smoking.

Please answer all questions and print clearly. If you need more room for any questions, please attach another sheet to the application.

I am applying for:

- RiverGlen Apartments (Vanderhoof) BC Housing for Families
- Westside Court (Fort St. James) BC Housing for singles, couples, and families

This form collects personal information in accordance with section 26(c) of the *Freedom of Information and Protection of Privacy Act*.

Your personal information is collected for the following purposes, and Connexus will use your information to:

- Determine eligibility;
- Assess housing need; and
- Determine the housing developments that suit your needs

If you have any questions about your privacy, call Connexus at 250-567-9205 or send questions in writing to PO Box 1249, Vanderhoof BC V0J 3A0.

Eligibility

Information on who is eligible to apply for housing and reasons why an application may not be accepted can be found on BC Housing's online site at www.bchousing.org.

Other Important Information

Applications are available at both the Vanderhoof and Fort St. James Connexus offices. We will gather updated information on all household members, including income and assets, and make complete additional checks to assess a household's ability to uphold the obligations of a tenancy agreement. This may include reference checks, personal interviews, and/or reviewing information available from public sources such as Court Services Online and police websites. In addition, we may ask for consent to perform a credit or criminal record check or to obtain information from other private sources.

Applicants who are offered a unit must sign a tenancy agreement, and may be required to sign tenancy agreement addendums that cover topics such as pets, parking, laundry, smoking, crime-free housing, etc.

Return to: Connexus Office
157 Victoria Street W.
PO Box 1249
Vanderhoof BC
V0J 3A0

Connexus Office
349 Stuart Drive W.
PO Box 1146
Fort St. James BC
V0J 1P0

OFFICE USE ONLY

**PLEASE TYPE OR
PRINT CLEARLY**

File # _____ Date: _____

Applicant: Last name, First name, Initial	Home Phone:
Home Address - Suite Number and Street Address	Work phone:
Mailing Address, If Different From Home Address	Message phone:
City Province Postal Code	

Household Composition:

List yourself on line 1 and all other household members on each additional line. If required, attach a separate sheet.

Last name	First Name	Relationship (To Applicant)	Birth Date (mm/dd/yyyy)	Sex
1.				
2.				
3.				
4.				
5.				
6.				

For Each person not born in Canada, please provide the information below:

Name	Date Moved to Canada	Current Status in Canada	Sponsored Immigrants Only	
			Name of Sponsor	Date Sponsorship Agreement Started
1.				
2.				
3.				
4.				
5.				
6.				

Do all of the people listed above live with you full-time right now? Yes No

If No, please provide the following information for all persons not living with you full-time.

Name	# days per week	Shared custody? Yes/No	If not shared custody, why are they not living with you full-time?
1.			
2.			
3.			
4.			
5.			
6.			

Do you expect the number of people living with you to change in the next 12 months? (eg. Pregnancy, family joining, family leaving, child in care) Yes No

If Yes, please explain and provide expected date of household size change.

Residency History:

Please provide information on where you, as well as anyone 19 or older, have lived for the last five years.

Rental Address (street, city)	From Date (mm/dd/yyyy)	To Date (mm/dd/yyyy)	Landlord Name	Landlord Phone #	Reason for Leaving

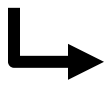
Have you or any members of your household ever lived in subsidized housing? Yes No

If Yes, provide the following information for all previous subsidized housing:

Name on Tenancy	Name and Address of Development	Reason for Leaving	Money Owning? Yes/No

If there is money owing due to a past tenancy, complete the following:

How much is owing? \$_____	Is there a written repayment schedule in Place? <input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes , please attach a copy of the repayment agreement.	
Reason for debt:	



Note: Failure to declare past subsidized housing or debts owed to subsidized housing providers may result in cancellation of your application. Past tenants with a debt may be required to either repay the debt or enter into a repayment agreement.

Income and Asset Information

List gross monthly income (before deductions) from all sources, for all household members.

Name	Source (employment, EI, Pension(s), Income Assistance, PWD, PPMB, etc.)	Gross Monthly Income
Total Gross Monthly Income for Household		

For any adult (aged 19 or older) with no income, please tell us why there is no income.



If any adult child (aged 19 – 24) is a full-time student, proof of student status will be required.

List the current value of all assets held by you and members of the household.

Cash/Bank Balance	\$	RRSPs/Annuities	\$
Stocks/Bonds/Term Deposits	\$	Residential Real Estate	\$
Other Assets (describe)	\$	Other Real Estate Holdings	\$

Current Accommodation

Answers to the questions below will help Connexus to assess your current housing need.

Do you: Rent Own Share Expenses Other: _____

How much is your rent payment? \$ _____ is this: Monthly Weekly Nightly

Is heat included in the rent? Yes No

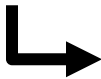
How many bedrooms does your household have? _____

Current Housing: Please describe your current housing by checking the appropriate box.

<input type="checkbox"/> Apartment <input type="checkbox"/> Trailer/Mobile Home <input type="checkbox"/> Living with family/friends <input type="checkbox"/> Hotel/Motel <input type="checkbox"/> Housekeeping Room	
<input type="checkbox"/> Basement Suite <input type="checkbox"/> Room & Board <input type="checkbox"/> House/Duplex/Townhouse <input type="checkbox"/> Other _____	
Please state your current monthly rent \$ _____	Your average monthly payment for heat \$ _____

Have you received a legal Notice to End Tenancy? Yes No

If yes, what date do you have to move by? _____



Attach a copy of the Notice to End Tenancy to the application. This notice must be the Residential Tenancy Branch's Notice to End Tenancy Form.

If you are NOT under notice to move, please tell us why you want to move.



Connexus may give special consideration to people who are homeless or fleeing domestic violence or abuse. If this applies to you, you may wish to have a Supplemental Application Form completed by a third-party verifier. To get the Supplemental Application, please contact Connexus or download from www.bchousing.org.

Health and Mobility Information

To assist with matching you to housing that best suits your needs, please complete the following questions.

Do you, or any of your household, have restrictions with stairs?

No Restrictions Cannot manage stairs Limited number of stairs. (how many? _____)

Do you, or any members of your household, use a:

Wheelchair? Yes No Scooter? Yes No Walker Yes No

If Yes, who? _____

If a wheelchair, scooter, or walker is used, is it used inside your home? Yes No

Other than mobility concerns, do you, or any members of your household, have a health condition or disability? Yes No

Name	Health Condition or Disability


Please describe any special requirements or features that you may need in your housing related to your mobility or health condition.

Do you currently receive home support? Yes No

If yes, please complete the information below.

Which agencies are providing home support?

Support Type	Hours Per Week	Agency	Worker	Phone Number

 **Connexus may give special consideration to people with disabilities or health conditions. If this applies to you, you may wish to have a Supplemental Application Form completed by a third-party verifier. To get the Supplemental Application, please contact Connexus or download from www.bchousing.org.**

Housing Preferences/Choices

Answers to the questions below will help Connexus match you to suitable units.

Some units in some buildings have been specially modified for seniors and people with disabilities who need some assistance to live independently. Support services such as a daily and weekly housekeeping are available for a reasonable additional cost. Would you be interested in living in a unit that includes support services for an extra cost? Yes No

Do you or does anyone smoke in your home? Yes No

Would you consider housing without parking? Yes No

Do you have any pets? Yes No

If yes, how many pets in total? _____

If you have a dog, is it a registered service animal? Yes No

Provide the following information for all household pets (do not include registered service animals).

Reference: Please list 3 people, including one family member only, as references

Name	Phone Number

Declaration: Please read and sign this statement. *Please note that "We" is understood if there is more than one applicant.*

I declare that all the information in this application is correct. I give the landlord permission to verify any, or all of this information and to do a landlord check and a credit check. I understand that acceptance of tenancy may include the landlord obtaining satisfactory results from a credit check. I have provided my date of birth and gross household income(s) so that the landlord can establish need and/or amount of subsidy that I may qualify for. I understand that it is my responsibility to keep this information up to date.

Signature

Date

Signature

Date

Return to: Connexus Office
157 West Victoria St.
PO Box 1249
Vanderhoof, B.C. V0J 3A0
Ph: 250-567-9205
Fax: 250-567-3939

Connexus Office
349 Stuart Dr.
PO Box 1146
Fort St. James, BC V0J 1P0
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Fax: 250-996-7647