

## RENT-GEARED-TO-INCOME ASSISTANCE FREQUENTLY ASKED QUESTIONS

**Mission Statement of Renfrew County Social Housing Registry:** *To provide, under legislation, equitable and accessible services to all applicants seeking rent-geared-to-income accommodation in Renfrew County.*

### Who can apply?

You can apply if:

- You are at least 16 years old
- All members of the household are legal residents of Canada or refugee claimants
- No member of the household owes money to any social housing provider
- No member of the household is currently under a deportation, departure or exclusion order to leave Canada
- No member of the household has been convicted of an offence in relation to rent-geared-to-income assistance or found by a court of law or the Ontario Rental Housing Tribunal to have misrepresented their income for the purpose of rent-geared-to-income assistance
- You are able to live independently

**You will be required to provide documentation clearly indicating your legal right to be in Canada. This may include, but is not limited to, a copy of your birth certificate, landed papers, or documents supporting your claim for refugee status**

When it is closer to the time when you will be offered housing you must:

- Be able to live independently, with or without support services (which you must arrange)

An individual is considered to be able to live independently if he or she is able to perform the normal essential activities of day-to-day living; or can do so with the aid of support services and demonstrates that those support services will be provided when they are required.

### I own my own home. Can I still apply?

If you own a residential property that can be used all year, you are required to have divested your interest in any residential property within 180 days after receiving RGI assistance.

### I do not have an income. Am I eligible for social housing?

You may be required to pursue income from one or more of the following sources:

- Ontario Works
- Support payments
- Employment Insurance
- Any pension or support payments required under a sponsorship agreement

### When will I be notified regarding the status of my application?

When your application is received, it will be reviewed to ensure that it is complete. You will receive written notice informing you whether your application is complete or not.

If it has been determined that your application is not complete, you will be informed why it is not complete and what additional information is required to complete the application. You will also be given a time period in which to submit the required information or documentation.

### What should I do if information or my situation changes after I submit my application?

If there is a change in any of the information that you provide, you are required to notify the processor of this application within 10 business days of the change. You will be notified if additional documents or information are required.

### How long will it take for me to get a unit?

The length of time before a unit comes available will vary depending on the locations you choose and the number of vacancies available.

### Can I choose where I want to live?

Yes. When you apply for housing, you will be asked where you want to live. You can choose one or many locations. Your name will be added to the waiting list for each location where you are eligible.

### Can I pick the size of unit I want?

You can indicate what type of unit you want to live in. However, your choice must fall within a range of unit sizes that is determined by the occupancy standards that apply to your household size.

### What happens while I am waiting for housing?

It's important that you keep your file up to date. You must notify us within ten business days if any of the information you provide in this application changes, for example:

- You change your address or phone number
- You want to live in locations other than those you chose on your application
- The number of people in your household changes
- The contact person on your application changes

We will send you an update letter at least once a year. Your name may be removed from the waiting list if we cannot contact you.

## How are people chosen for housing?

The system for selecting households is based primarily on the date you are deemed eligible.

## What is Special Priority Status?

Special Priority Status is a legislated provincial category, and households that meet the criteria for this category rank higher on the centralized waiting list. The Special Priority Status is given to an applicant who is living with someone who is abusing them, or have recently stopped living with someone who was abusing them or a person who is a victim of human trafficking.

## How will I be contacted for an offer?

Since units are rented promptly, housing providers require a daytime telephone number so they can call you when a unit becomes available. If you cannot be reached during the day, it would be helpful if you gave us a telephone number of a contact person who can be reached during the day so they can pass on the message to you.

## How much rent can I expect to pay?

Rent-geared-to-income is based on 30% of your gross monthly income, or if you are receiving assistance from Ontario Works or the Ontario Disability Support Program, a social assistance rent scale. Additional charges may apply depending on the community.

## What if I want a market rent unit?

Housing providers who have market units maintain a separate waiting list for these units. If you are interested in obtaining a market rent unit, please contact the housing provider directly

## What if I need a special type of unit?

Some housing providers have wheelchair accessible units. If you are interested in obtaining a barrier free unit, please contact the housing provider directly

## SMOKING:

### Can I smoke in a Renfrew County Housing Corporation unit?

No. As of January 1, 2016 all Renfrew County Housing Corporation properties became smoke-free. When you sign a lease with RCHC, you will agree not to smoke in your unit or anywhere on RCHC property.

## What if I am waiting for housing with RCHC?

If you or a member of your household smokes, RCHC will still offer you a home, but you must agree not to smoke in your unit or anywhere on RCHC property.

Information changes should be mailed to:

**Social Housing Registry, Renfrew County**  
**169 Lake Street**  
**PEMBROKE, ON K8A 5L8**  
**Tel: 613-735-0782**  
**Fax: 613-735-0308**  
**Toll Free: 1-888-256-0063**

OR

**450 O'Brien Road, Suite 105**  
**RENFREW, ON K7V 3Z2**  
**Tel: 613-432-3679**  
**Fax: 613-432-9402**

OR

**80 McGonigal Street West**  
**Suite 101**  
**ARNPRIOR, ON K7S 1M3**  
**Tel: 613-623-7951**  
**Fax: 613-623-8403**

*French language translation available upon request*

# Renfrew County Social Housing Registry

## Application For Rent-Geared-To-Income Assistance

<b>OFFICE USE ONLY</b>	<b>APPLICANT NAME:</b>
Date: _____ Time: _____	
Signature/Receiving Office: _____	
File No: _____	Update: Yes <input type="checkbox"/> No <input type="checkbox"/>
Needs Code: _____	
Input/ Update Date: _____	Translator Required: Yes <input type="checkbox"/> No <input type="checkbox"/>

### INSTRUCTIONS FOR COMPLETING THE APPLICATION

Please read the following information carefully before filling out your application.

**Tips on filling out your application:**

- Please print and fill out all sections of the application form
- You may be requested to provide documents to verify any information you have included in your application
- Read and sign the Release and Consent and Declaration forms that are part of this application package
- All household members 16 years of age and older must sign the forms
- All household members 16 years of age and older must provide proof of Canadian Citizenship
- Mail or deliver your application to:

### SOCIAL HOUSING REGISTRY RENFREW COUNTY

<b>169 Lake Street</b> <b>PEMBROKE, ON K8A 5L8</b> <b>Tel: (613) 735-0782</b> <b>Fax: (613) 735-0308</b> <b>Toll free: 1-888-256-0063</b>	<b>Renfrew County Place</b> <b>450 O'Brien Road</b> <b>Suite 105</b> <b>RENFREW, ON K7V 3Z2</b> <b>Tel: (613) 432-3679</b> <b>Fax: 613) 432-9402</b> <b>Toll free: 1-855-432-6450</b>	<b>80 McGonigal Street West</b> <b>Suite 101</b> <b>ARNPRIOR, ON K7S 1M3</b> <b>Tel: (613) 623-7951</b> <b>Fax: (613) 623-8403</b>
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Registry for:

<b>G. T. SENIORS APARTMENTS</b>	<b>PETAWAWA HOUSING</b>
<b>KILLALOE &amp; DISTRICT HOUSING</b>	<b>RENFREW COUNTY HOUSING CORP.</b>
<b>KINSMEN COURT HOMES</b>	<b>ST. JOSEPH NON-PROFIT HOUSING.</b>
<b>OPEONGO HOUSING</b>	

Personal information contained on this form or in attachments is collected, pursuant to the Housing Services Act, 2011, the Municipal Freedom of Information and Protection of Privacy Act, (r.S.O. 1990, c M.56).

This information may be used to determine suitability and eligibility for housing applied for, continuation of housing and the appropriate rent scale and rent-geared-to-income charge. Personal information may be disclosed to housing providers, other municipal or provincial departments and agencies that assist in the provision of social housing and social agencies providing social assistance to the applicant.

All applicants must consent to the verification, disclosure and the transfer of information given on this form and attachments by or to any of the above entities.

**Renfrew County Social Housing Registry  
Application For Rent-Geared-To-Income Assistance**

ADDITIONAL NOTES

**Renfrew County Social Housing Registry**  
**Application For Rent-Geared-To-Income Assistance**

**Section 1 – Applicant & Co-Applicant**

**YOU MUST PROVIDE DOCUMENTATION PROVING LEGAL STATUS IN CANADA FOR ANYONE 16 YEARS OF AGE AND OLDER**

**APPLICANT:**

Mr  Mrs  Ms

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Maiden Name \_\_\_\_\_ Male  Female

Marital Status: Single  Divorced  Common Law  Married  Widowed  Other

Date of Birth \_\_\_\_\_ Social Ins Number (SIN) \_\_\_\_\_  
(mm/dd/yyyy) (optional)

Status in Canada: Canadian Resident  Landed Immigrant  Sponsored Immigrant   
Refugee  Native Status  Deportation Order   
Other  Specify if Other \_\_\_\_\_

**Mailing Address**

Street # & Name \_\_\_\_\_ Apt. No \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

**CO-APPLICANT:**

Mr  Mrs  Ms

**RELATIONSHIP TO APPLICANT** \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Maiden Name \_\_\_\_\_ Male  Female

Marital Status: Single  Divorced  Common Law  Married  Widowed  Other

Date of Birth \_\_\_\_\_ Social Ins Number (SIN) \_\_\_\_\_  
(mm/dd/yyyy) (optional)

Status in Canada: Canadian Resident  Landed Immigrant  Sponsored Immigrant   
Refugee  Native Status  Deportation Order   
Other  Specify if Other \_\_\_\_\_

**Mailing Address** (if different from Applicant's address)

Street No. & Name: \_\_\_\_\_ Apt. No: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

# Renfrew County Social Housing Registry

## Application For Rent-Geared-To-Income Assistance

### Section 1 – Applicant & Co-Applicant, cont'd

**YOU MUST PROVIDE DOCUMENTATION PROVING LEGAL STATUS IN CANADA FOR ANYONE 16 YEARS OF AGE AND OLDER**

#### Telephone Numbers

**CALLS TO OFFER HOUSING ARE MADE DURING THE DAY  
PLEASE ENSURE THAT YOU PROVIDE A DAYTIME NUMBER WHERE YOU CAN BE REACHED**

Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

Can you take personal calls at work? Yes  No

Preferred mode of communication: Mail  Phone

Preferred Language: English  French  Other

#### Persons to Contact in Your Absence or to Act as an Interpreter

Name	Relationship	Telephone Number

#### Present Accommodation

Home Information: Own  Rent  Temporary  Co-Own

Monthly Rent \$ \_\_\_\_\_ Utilities Included? Yes  No

#### Current Landlord Information

(Please leave this section blank if you own your home or are homeless)

Name \_\_\_\_\_ Telephone Number \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province Postal Code \_\_\_\_\_

Length of Tenancy \_\_\_\_\_

Have you ever received an eviction notice? Yes  No

Eviction Date \_\_\_\_\_ Eviction Reason \_\_\_\_\_

Other Details \_\_\_\_\_

\_\_\_\_\_

**Renfrew County Social Housing Registry**  
**Application For Rent-Geared-To-Income Assistance**

**Section 2 – Other Members**

Please include only those who will live with you and who will not be leaseholders (i.e.: your children)

**YOU MUST PROVIDE DOCUMENTATION PROVING LEGAL STATUS IN CANADA FOR ANYONE 16 YEARS OF AGE AND OLDER**

Is a baby expected? Yes  No  If yes, date expected \_\_\_\_\_

**1** Relationship to Applicant \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Gender: Male  Female

Date of Birth \_\_\_\_\_  
*(mm/dd/yyyy)*

Social Insurance Number (SIN) \_\_\_\_\_  
*(optional)*

**2** Relationship to Applicant \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Gender: Male  Female

Date of Birth \_\_\_\_\_  
*(mm/dd/yyyy)*

Social Insurance Number (SIN) \_\_\_\_\_  
*(optional)*

**3** Relationship to Applicant \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Gender: Male  Female

Date of Birth \_\_\_\_\_  
*(mm/dd/yyyy)*

Social Insurance Number (SIN) \_\_\_\_\_  
*(optional)*

**4** Relationship to Applicant: \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Gender: Male  Female

Date of Birth \_\_\_\_\_  
*(mm/dd/yyyy)*

Social Insurance Number (SIN) \_\_\_\_\_  
*(optional)*

# Renfrew County Social Housing Registry

## Application For Rent-Geared-To-Income Assistance

### Section 3 – Previous Housing Information

Have you or anyone you have listed in Section 1 and 2 ever lived in Social Housing anywhere in Ontario? Yes  No

Name of person(s) who lived in Social Housing \_\_\_\_\_

Name and address of Housing Provider \_\_\_\_\_

Date Moved In \_\_\_\_\_ Date Moved Out \_\_\_\_\_

Reason(s) For Moving Out \_\_\_\_\_

Are there rental arrears owing to the above or to any other social housing provider? Yes  No

If yes, indicate amount owing \$ \_\_\_\_\_

Have you entered into a repayment schedule? Yes  No

Name of person(s) who lived in Social Housing \_\_\_\_\_

Name and address of Housing Provider \_\_\_\_\_

Date Moved In \_\_\_\_\_ Date Moved Out \_\_\_\_\_

Reason(s) For Moving Out \_\_\_\_\_

Are there rental arrears owing to the above or to any other social housing provider? Yes  No

If yes, indicate amount owing \$ \_\_\_\_\_

Have you entered into a repayment schedule? Yes  No

### Section 3a – Previous Housing Information

Please List Previous Landlords And Dates Of Occupancy

Landlord Name	Landlord Address & Telephone Number	Date of Occupancy



# Renfrew County Social Housing Registry

## Application For Rent-Geared-To-Income Assistance

**Section 4 – Income** – You are required to report on all gross income you and members of your household receive. Gross income means the total monthly amount earned or received before any deductions.

**Assets** – are valuable things that you own: farm property, residential or commercial real estate, savings accounts, annuities, investment certificates, stocks, bonds, mortgages, loans, term deposits.

	Applicant #1	Applicant #2	Applicant #3
<b>Last Name</b>			
<b>First Name</b>			
<b>Income Categories</b>	<b>\$ Amount</b>	<b>\$ Amount</b>	<b>\$ Amount</b>
Ontario Works			
Ont.Disability Support Program			
Full Time Employment			
Part Time Employment			
Self Employment			
Employment Insurance (E.I)			
W.S.I.B. (Short Term)			
W.S.I.B. (Long Term)			
Old Age Security/G.I.S.			
Immigrant/Government Sponsorship			
Spouses Allowance			
C.P.P. (Canada Pension Plan)			
Gains - Aged			
Company Pension			
U.S. Social Security			
Other Country Social Security			
Other Pensions			
Annuity (Registered Income Fund)			
Support Payments			
Student Grants			
O.S.A.P.			
Interest - Investments			
Interest - Bank			
Interest – Mortgage			
Non-Income Producing Assets			
GIC's			
DVA Disability Pension			
Band Allowance			
Other Income			
Other Assets			

Combined gross monthly income of all members who will live in the unit    \$ \_\_\_\_\_

Do you or any other persons on this application own property (e.g. house, mobile home, farm, land, cottage, etc.)? Yes  No

Type of Property \_\_\_\_\_

Estimated Value \_\_\_\_\_

**\*YOU WILL BE REQUIRED TO SIGN AN AGREEMENT TO SELL PROPERTY WITHIN SIX MONTHS OF BEING HOUSED\***

**Renfrew County Social Housing Registry**  
**Application For Rent-Geared-To-Income Assistance**

**Section 5 – Accommodation Requirements**

What type of housing are you willing to accept?    Low-Rise Apartment (with stairs)   
Low-Rise Apartment (with elevator)   
House, Duplex, Townhouse

Can you climb stairs?    Yes     No

Do you require parking?    Yes     No

Do you have any pets in your household?    Yes     No

As a pet owner, you will be responsible for any damages to your unit or the property made by your pet. If you have a pet, please specify the type of pet below.

License# \_\_\_\_\_

Do you or anyone in your household require support services in order to live independently?    Yes     No

Please check any other aids required for medical reasons:  
**(\*\*Medical Certificate May Be Required\*\*)**

Elevator?    Yes     No                       Handrails?    Yes     No                       Wheelchair?    Yes     No

Oxygen?    Yes     No                       Scooter?    Yes     No                       Other?                      Yes     No

The size of unit (number of bedrooms) that you ask to move into must fall within the occupancy standards for rent-geared-to-income assistance.

**The occupancy standards for Renfrew County for the largest appropriate unit size are summarized below:**

- One bedroom is provided for two members of the household who are spouses of each other or same-sex partners of each other. If one of these persons requires a separate bedroom because of a disability or a medical condition, an additional bedroom can be provided
- One bedroom is provided for each additional member of the household
- One additional bedroom can be provided if it is required to store equipment required by a member of the household because of a disability or medical condition (Dr.'s letter required)
- One additional bedroom can be provided for a caregiver or support service provider who is not a member of your household but who provides support services required by a member of the household
- One additional bedroom can be provided if a member of the household is pregnant
- One additional bedroom can be provided if you have either joint custody or visiting rights for a child and the child stays overnight with the household frequently and the bedroom is required to accommodate the child

**The occupancy standards for Renfrew County for the smallest appropriate unit size are summarized below:**

- One bedroom for every two members of the household
- An additional bedroom if there is an odd number of members in the household
- If your household consists of one individual or two individuals who are spouses of each other or same-sex partners of each other, the smallest unit the household is eligible for is a bachelor unit

If you are eligible for more than one unit size, what unit size(s) are you willing to accept?  
(check all that apply)

- 1-Bedroom                       2-Bedroom                       3-Bedroom  
 4-Bedroom                       5-Bedroom

# Renfrew County Social Housing Registry

## Application For Rent-Geared-To-Income Assistance

### Section 6 – Location Preferences

You can indicate which building/ cities you prefer to live in. If you do not indicate a preference, your name will be added to the list of every housing provider within the County of Renfrew that has the appropriate size unit that you qualify for.

Housing Provider	Building Address	Unit Sizes	Please Check (✓)
<b>Arnprior</b>			
G.T. Seniors Apartments (Arnprior) Inc.	Baskin Place Baskin Dr West  <b>Housing For Seniors</b>	1-Bedroom Apts 1 Modified Unit	( )
Renfrew County Housing Corporation	Spruce Cres Albert St Russell St Burwash St  <b>Housing For Adults</b>	1-Bedroom Apts	( )
Renfrew County Housing Corporation	Hillside Place Caruso St  Riverview Dr, Fourth Ave, Bridge St, Laird St, Third Ave  Allan Dr & Wilfred Cres  Edward St, Sullivan Cres & Wilfred Cres  <b>Housing For Families</b>	2 & 3-Bedroom Townhouses  2 & 3-Bedroom Single Homes  2, 3 & 4-Bedroom Duplexes  2, 3, 4 & 5-Bedroom Duplexes/ Homes	( )
<b>Barry's Bay</b>			
Renfrew County Housing Corporation	Stafford St <b>Housing For Adults</b>	1-Bedroom Apts	( )
<b>Beachburg</b>			
Renfrew County Housing Corporation	Smith St <b>Housing For Adults</b>	1-Bedroom Apts	( )
<b>Cobden</b>			
Renfrew County Housing Corporation	MackErcher Dr <b>Housing For Adults</b>	1-Bedroom Apts	( )
<b>Deep River</b>			
Renfrew County Housing Corporation	Poplar St <b>Housing For Adults</b>	1-Bedroom Apts	( )
<b>Eganville</b>			
Renfrew County Housing Corporation	Wallace St <b>Housing For Adults</b>	1-Bedroom Apts	( )
<b>Killaloe</b>			
Killaloe & District Housing Inc.	Millstream Apts, Mill St <b>Housing For Seniors/ Cascading Age Policy</b>	1-Bedroom & 2-Bedroom Apts	( )
<b>Palmer Rapids</b>			
Renfrew County Housing Corporation	Palmer Rd <b>Housing For Adults</b>	1-Bedroom Apts	( )

## Renfrew County Social Housing Registry Application For Rent-Geared-To-Income Assistance

Housing Provider	Building Address	Unit Sizes	Please Check (✓)
<b>Pembroke</b>			
Kinsmen Court Home For Men & Women (Pembroke) Inc	Blakely Court <b>Alternative Housing For Single Adults and Adult Couples</b>	1-Bedroom Apts	( )
Renfrew County Housing Corporation	Mackay St Elizabeth St River Rd Nelson St <b>Housing For Adults</b>	1-Bedroom Apts	( )
Renfrew County Housing Corporation	Cecil St Nelson St Lea St Bronx St Reynolds St Fraser Ln Arnolds Ln <b>Housing For Families</b>	2, 3, 4 & 5-Bedroom Townhouses, Duplexes, or Houses	( )
St. Joseph Non-Profit Housing (Pembroke) Corp	Riverside Dr St Anne Cres <b>Housing For Families</b>	2, 3 & 4-Bedroom Townhouses	( )
St. Joseph Non-Profit Housing (Pembroke) Corp	Pembroke St W <b>Housing For Seniors</b>	1-Bedroom Apts	( )
<b>Petawawa</b>			
Petawawa Housing Corp	Victoria St <b>Housing For Seniors/ Cascading Age Policy</b>	1 & 2-Bedroom Apts	( )
<b>Renfrew</b>			
Opeongo Non-Profit Community Residential Development Inc.	Vimy Blvd <b>Housing For Families</b>	2 & 3-Bedroom Townhouses 2 Modified Units	( )
Renfrew County Housing Corporation	Hall St Vimy Blvd Lorne St <b>Housing For Adults</b>	1-Bedroom Apts	( )
Renfrew County Housing Corporation	McLean St Francis St George Ave Allan Ave Archibald Ave Oak Cres Airth Blvd <b>Housing For Families</b>	2, 3, 4, & 5-Bedroom Townhouses, Duplexes or Houses	( )
<b>Rent Supplement</b>			
Rent Supplement Units Are Available In Some Of The Communities Listed Above			( )

# Renfrew County Social Housing Registry

## Application For Rent-Geared-To-Income Assistance

### Section 7 – Release And Consent

**HERE IS YOUR LEGAL AGREEMENT WITH US. PLEASE READ IT CAREFULLY AND SIGN IN THE SPACES BELOW.**

**ANYONE 16 YEARS OF AGE AND OLDER WHO WILL BE LIVING WITH YOU MUST SIGN**

1. I understand that there are laws that allow the Renfrew County Housing Corporation to collect personal information about me.
2. I understand that the Renfrew County Housing Corporation will use the information I give them to see if I qualify for the housing I have applied for, to see if I continue to qualify for rent-geared-to-income assistance and to see how much assistance I am eligible for.
3. I allow the Renfrew County Housing Corporation to give the information on this form and any attachments to the social services office(s), other municipal service managers or district social services administration boards, housing providers, without further notice to me, if the information is necessary for the purpose of making decisions or verifying eligibility for assistance under the Housing Services Act, 2011, the Ontario Works Act, 1997, the Ontario Disability Support Program Act, 1997, or the Day Nurseries Act.
4. I allow the Renfrew County Housing Corporation to give the information on this form and any attachments to the government of Canada, a department, ministry, or agency of it, without further notice to me if the information is necessary for the purpose of administering or enforcing the Income Tax Act (Canada) or the Immigration Act.
5. I allow the Renfrew County Housing Corporation to give the information on this form and any attachments to any government or body with whom the Renfrew County Housing Corporation has made an agreement under the Housing Services Act, 2011 without further notice to me, for the purpose of conducting research related to a social benefit program or social housing or rent-geared-to-income assistance program.
6. I understand that any information on this form and any attachments given by the Renfrew County Housing Corporation to a body listed above is confidential and will only be given in accordance with the Housing Services Act, 2011 and associated regulations.

If you have any questions about the collection and use of personal information, please contact:  
**Renfrew County Housing Corporation, 450 O'Brien Rd Suite 105 Renfrew ON K7V 3Z2**  
**Telephone: (613) 432-3679, Fax: (613) 432-9402**

“Personal information contained in this form or in attachments is collected by the County of Renfrew pursuant to the Freedom of Information and Protection of Privacy Act (R.S.O. 1990 c. F31) or the Municipal Freedom of Information and Protection of Privacy Act (R.S.O. 1990 c.M.56.) This information may be used to determine eligibility for housing applied to, continuation of housing and may be used for the appropriate rent-geared-to-income charge.”

**Please sign here (include signature of all household members 16 years of age and over).**

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Spouse or Co-applicant's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Household member over the age of 16 years

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Household member over the age of 16 years

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Household member over the age of 16 years

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Household member over the age of 16 years

\_\_\_\_\_  
 Date

# Renfrew County Social Housing Registry

## Application For Rent-Geared-To-Income Assistance

### Section 8 – Declaration

**PLEASE READ THIS CAREFULLY, AND SIGN IN THE SPACES BELOW. ALL PERSONS 16 YEARS OF AGE AND OLDER WHO WILL BE LIVING WITH YOU MUST SIGN**

1. I give my word that everything I have written in this application is correct and complete.
2. I understand that all information I give to the Renfrew County Housing Corporation will belong to them and they will give my information to the housing providers I have chosen.
3. If something on this application is incorrect or not true, the Renfrew County Housing Corporation or the housing providers I have applied to may request additional information, may cancel my application or both and I may be prohibited from re-applying for assistance for a minimum of two years under the *Housing Services Act, 2011*.
4. I understand that only the people I have listed on this application form may live with me in subsidized housing.
5. I understand that the Renfrew County Housing Corporation will use the information I give them to see if I qualify for the housing I have applied for, to see if I continue to qualify for rent-geared-to-income assistance and to see how much assistance I am eligible for.
6. I give my word that I am in Canada legally.
7. Before I can receive housing, I understand that I must pay back or make arrangements to pay any money I owe to any subsidized housing provider.

Signature of household members 16 years of age and over.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse or Co-applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Household member over the age of 16 years

\_\_\_\_\_  
Date

\_\_\_\_\_  
Household member over the age of 16 years

\_\_\_\_\_  
Date

\_\_\_\_\_  
Household member over the age of 16 years

\_\_\_\_\_  
Date

\_\_\_\_\_  
Household member over the age of 16 years

\_\_\_\_\_  
Date

**“Personal information contained in this form or in attachments is collected by the Renfrew County Housing Corporation pursuant to the Freedom of Information and Protection of Privacy Act (R.S.O. 1990 c.F.31) or the Municipal Freedom of Information and Protection of Privacy Act (R.S.O. 1990 c.M.56). This information may be used to determine eligibility for housing applied to, continuation of housing and may be used for the appropriate rent-geared-to-income charge”**

**You must notify Renfrew County Social Housing Registry if:**

- **your address changes**
- **your phone number changes**
- **you want to live in locations other than those you chose on your application**
- **the number of people in your household changes**
- **the contact person on your application changes**

**Renfrew County Social Housing Registry**  
**Application For Rent-Geared-To-Income Assistance**

**Special Priority** (This pertains to all members listed on the application)

I am applying for special priority status because I or someone in my household is currently a victim of abuse; or

I or someone in my household is currently a victim or survivor of human trafficking.

Please provide a **safe** mailing address and telephone number where you can be contacted.

\_\_\_\_\_ Tel No: \_\_\_\_\_  
\_\_\_\_\_

I have lived apart from the abuser or have exited trafficking within a period of less than 3 months.

If you checked above, please specify date moved out \_\_\_\_\_

Do you believe that you are at risk of being abused or at risk from an individual engaged in trafficking, if you attempt to obtain information or documents to support your request for housing?

Yes       No

**IF YOU ARE APPLYING FOR SPECIAL PRIORITY STATUS YOU WILL BE REQUIRED TO PROVIDE SUPPORTING DOCUMENTATION THAT MUST INDICATE ONE OF THE FOLLOWING:**

1. A record of intervention by the police indicating that the member was abused by the abusing individual.
2. A record of physical injury caused to the member by the abusing individual.
3. A record of the application of force by the abusing individual against the member to force the member to engage in sexual activity against his or her will.
4. A record of one or more attempts to kill the member or another member of the household.
5. A record of the use of a weapon against the member or another member of the household.
6. A record of one or more incidents of abuse, including the following:
  - i. Threatening to kill the member or another member of the household.
  - ii. Threatening to use a weapon against the member or another member of the household.
  - iii. Threatening to physically harm the member or another member of the household.
  - iv. Destroying or injuring or threatening to destroy or injure the member's property.
  - v. Intentionally killing or injuring pets or threatening to kill or injure pets.
  - vi. Threatening to harm or remove the member's children from the household.
  - vii. Threatening to prevent the member from having access to his or her children.
  - viii. Forcing the member to perform degrading or humiliating acts.
  - ix. Terrorizing the member.
  - x. Enforcing social isolation upon the member.
  - xi. Failing to provide or withholding the necessities of life.
  - xii. Threatening to withdraw from sponsoring the member as an immigrant.
  - xiii. Threatening to take action that might lead to the member being deported.
  - xiv. Other words, actions, or gestures that threaten the member or lead the member to fear for his or her safety.
7. A record of undue or unwarranted control by the abusing individual over the member's personal or financial activities.
8. A record of one or more incidents of stalking or harassing behaviour against the member or another member of the household.

*continued.....*

# Renfrew County Social Housing Registry

## Application For Rent-Geared-To-Income Assistance

**THE SUPPORTING DOCUMENTATION CAN COME FROM ONE OF THE FOLLOWING INDIVIDUALS WHO HAVE KNOWLEDGE OF THE ABUSE YOU OR ANOTHER MEMBER OF YOUR HOUSEHOLD HAS BEEN SUBJECT TO:**

1. A doctor
  - 1.1. A registered nurse or a registered practical nurse
2. A lawyer
3. A law enforcement officer
4. A member of the clergy
5. A teacher
6. A guidance counselor
7. An individual in a managerial or administrative position with a housing provider
8. A community services worker, including,
  - i. a community health care worker,
  - ii. a social worker,
  - iii. a social service worker,
  - iv. a victim services worker
  - v. a settlement services worker
  - vi. a shelter worker, and
  - vii. a community legal worker.
9. Registered ECE worker
10. Member of College of Midwives
11. Indigenous Elder, Traditional Person, Knowledge Keeper or Indigenous Midwife
12. Psychotherapist, Registered Psychotherapist or Registered Mental Health Therapist
13. Any other individual who knows about the abuse

**ALL SUPPORTING DOCUMENTATION MUST BE IN WRITING**

**PLEASE NOTE**

**“Information collected on this form will be kept confidential and used only for the purpose of assessing your eligibility for Special Priority Status”**

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**