



# Application

Date Received: \_\_\_\_\_

Prepared by: \_\_\_\_\_

## Eligibility

To qualify for subsidized housing, you must meet **all** of the following criteria:

Affordable housing is available for families, seniors, students, and people with disabilities who can live independently and qualify for a disability pension, or who cannot work because of a disability.

You must be at least 18 years of age. Some or all of your annual income comes from employment and you file an annual income tax return.

Generally, people are eligible for housing if their household income falls below an amount set by Canada Mortgage and Housing Corporation (CMHC). Silver Sage Housing Corporation will assess each applicant's need for housing based on criteria which includes the applicant's income, current living situation and personal and family requirements. This ensures that priority is given to households in the greatest need.

**Silver Sage Housing has a NO PET policy**

## Who is Not Eligible:

If you own your own home or if you own a home but do not live in it.

If you owe any of the Utility companies or previous landlords.

### Home Insurance

All tenants are expected to purchase a "Tenant Pak" to protect your own interests as a tenant. Mother nature, or other tenants with little regard for your property, could prove to be the source of your problems later. The typical coverage you want will cover the following:

- Damage to personal property from fire or wind
- Theft
- Personal liability in the event you are sued over accidental injury to others who are in your unit
- Accidental damage to property of others in your care
- Living expenses if you are forced to live elsewhere while your unit is being repaired

### Office Use Only:

Date of Tenant Selection Meeting: \_\_\_\_\_

Points awarded: \_\_\_\_\_

Unit offered: \_\_\_\_\_ A Selection: \_\_\_\_\_ B Selection: \_\_\_\_\_

Accepted the offered on this date: \_\_\_\_\_

Declined the offered on this date: \_\_\_\_\_ Placed on 6 month waiting list until: \_\_\_\_\_

2<sup>nd</sup> Offer on this date: \_\_\_\_\_ Placed on 1 year waiting list until: \_\_\_\_\_

3<sup>rd</sup> Offer on this date: \_\_\_\_\_ If "Declined" the application is shredded & noted on Spectra.

# Application Form Check List

Important

## **No Incomplete application will be accepted**

No application will be processed without the following information

- 2 Written Landlord references
- Proof of Income: by Pay/cheque stub and a copy of Current Income Tax Assessment from all household members over 18 years of age
- Copy of Supplements if you are receiving any of the following: Housing, Employment or Canada Benefit
- Copy of valid Government ID/Treaty Status for Applicants & Dependents if Applicable
- Copy of Tenant Pak Insurance, if you are approved and offered a unit you are required to purchase tenant insurance

**\*\* PLEASE NOTE: IT IS YOUR RESPONSIBILITY TO UPDATE ANY CHANGES/PHONE NUMBER/INCOME ETC.**

**If we have not heard from you, we will assume all your information is current. And if we have not placed you, we will contact you once within 6 months to discuss your housing needs. This will keep your application current. This process will continue until we place you or if we are unable to contact you.**

**Submit your completed application with supporting documents to:**

**Reception**

109-4001 3<sup>rd</sup> Avenue N, Regina, Sk. S4R 0W8

Or you may fax it to: 306-545-9780

## Housing Preferences/Choices

More people apply for housing than we have units available; therefore, the wait can be extensive. To increase the chances of being offered a place to live, consider selecting a home in other communities.

However please note, if you refuse a unit you will be placed on a minimum six month waiting period. If you refuse a second time your application will be cancelled and noted in our System.

For that reason, you must be sure that you are prepared to live in any of the areas you have checked off.

Answers to the questions below will help Silver Sage Housing Corporation match you to suitable units.

Regina \_\_\_ Swift Current \_\_\_ Indian Head \_\_\_ Fort Qu'Appelle \_\_\_ Sintaluta \_\_\_ Quanton \_\_\_ Raymore \_\_\_

### 1.a Application Information - Main

#### Date of Birth:

Last Name	First Name	Title (please circle) Mr. Mrs. Miss Ms
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### 1.b Application Information – Co-Applicant

#### Date of Birth:

Last Name	First Name	Title (please circle) Mr. Mrs. Miss Ms
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## 2. Contact Information

Street Address	City	Province	Postal Code
Home			
Mailing address (if different from home address)			
Home Phone	Work Phone		
Message Phone	E-Mail		

## 3. Household Information, List all other household members that will be residing with.

If you need more space to write your dependents down please insert at the back of this page.

Last Name	First Name	Relationship (to applicant)	Birthdate Mm/Dd/Yy	Age	Male or Female

4. Do you expect the number of people living with you to change in the next 12 months?

\_\_\_\_\_ YES \_\_\_\_\_ NO

5. Do you or anyone in your household identify as being and Indigenous person?

\_\_\_\_\_ YES \_\_\_\_\_ NO

If Yes, please select the options that best describes your Indigenous identity?

First Nation       Metis       Inuit

If First Nation please provide your First Nation & Status Number for all

	First Nation		Treaty Number
	First Nation		Treaty Number
	First Nation		Treaty Number
	First Nation		Treaty Number
	First Nation		Treaty Number

6. Residency History & References

Please provide information on your last three landlords

Rental Address (street, city)	From Date Mm/Dd/Yy	To Date Mm/Dd/Yy	Landlords Name	Phone	Reason for Leaving

**7. For all other income sources, list gross monthly income (before deductions) for everyone age 18 and older. If any adult (age 18 or older) is a full-time student, attach proof of student status to application.**

First Name

Income Source  
(Employment, EI, Pension, Child  
Benefit etc.)

Gross Monthly  
Income (\$)

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**8. Do you or any of your family members have a disability? If so please explain.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**9. Please list below if there is any other relevant information that we should know about you or your family members.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_