

Application #: _____

**PLEASE READ CAREFULLY BEFORE COMPLETING THE APPLICATION
FOR HOUSING WITH MÉTIS CAPITAL HOUSING CORPORATION (MCHC) OR
MÉTIS URBAN HOUSING CORPORATION (MUHC)**

QUALIFICATIONS

- ∞ Must provide proof of income to confirm eligibility to Income Thresholds (if applicable).

PROCEDURE

Both the Applicant and Co-Applicant must sign and date the document.

The applicant must submit the following documents with their application:

- If applicable, proof of Indigenous Ancestry – Métis Card, Status Card, or Inuit Status.
- Current Government Identification, for example, driver's license.
- Medical Letter – If you or someone in your family has a disability or requires a barrier-free unit.
- Current Notice of Assessment
- Legal Documents for Child Support/Guardianship, if applicable.

NOTE: Further documentation will be required when the next suitable unit is assigned to you to confirm eligibility.

- ∞ **Submit your current income verification, including the previous year's tax assessment.**
- ∞ **Criminal Record Check - all applicants aged 18 – 64 will be requested.**

PLEASE NOTE: WE ARE NOT AN EMERGENCY HOUSING PROGRAM

All applications are processed at the head office in Edmonton. Once all required documents are submitted with the application, they are reviewed for eligibility. The applicant will receive a letter advising if further information is required and if the application is approved (or denied) to the waitlist.

The applicant must confirm their continued interest every three months when approved to the waitlist. ***The applicant must advise our office of any change in contact information as soon as it changes. You could be missed for the next available unit if we do not have the most current contact information.***

Tenancy follows the National Housing Occupancy Standards, which consider the family size.

WHICH HOUSING PROGRAM ARE YOU APPLYING FOR?

- Renaissance Tower Service Canada (Medicine Hat) Market
 Voyageur Manor Affordable Subsidized

WHICH TOWN OR CITY ARE YOU APPLYING FOR?

- Bonnyville Calgary** NE NW SE SW Cold Lake
 Edmonton** Fort McMurray Grande Prairie**
 Lac La Biche Medicine Hat** Peace River**
 Red Deer Rocky Mountain House Slave Lake
 St. Paul

**** Has subsidized & affordable housing: Edmonton, Calgary, Grande Prairie, Medicine Hat and Peace River**

ALL INFORMATION MUST BE COMPLETED BEFORE PLACEMENT ON THE WAIT LIST

Applicant Name:		Co-Applicant Name:	
Applicant's Date of Birth:		Co-Applicant's Date of Birth:	
<input type="checkbox"/> Métis <input type="checkbox"/> Status <input type="checkbox"/> Inuit <input type="checkbox"/> Non-Status		<input type="checkbox"/> Métis <input type="checkbox"/> Status <input type="checkbox"/> Inuit <input type="checkbox"/> Non-Status	
Address:		Address:	
City/Province:	Postal code:	City/Province:	Postal code:
Current Telephone Number:		Current Telephone Number:	
Email Address:		Preferred method of communication <input type="checkbox"/> Text <input type="checkbox"/> Phone <input type="checkbox"/> Email	

Do you give Métis Housing consent to send correspondence via email? Yes No

Applicant's Marital Status: Married Single Common-Law

Is this: Domestic Violence Elder Abuse ****Police Occurrence Report must be provided with the application.**

LIST ALL DEPENDANTS WHO WILL BE LIVING WITH YOU (WRITE ON THE BACK OR ADD AN EXTRA SHEET IF NECESSARY):

NAME	GENDER	RELATIONSHIP	BIRTH DATE	ANCESTRY (MÉTIS, STATUS, INUIT OR NON-STATUS)
			MM/DD/YY	

Is baby expected? Yes No

If yes, when?

SOURCE OF APPLICANT'S INCOME

SOURCE OF CO-APPLICANTS INCOME

Employed gross monthly amount: \$	Employed gross monthly amount: \$
Employer's phone:	Employer's phone:
Alberta Income Supports total/month: \$	Alberta Income Supports total/month: \$
Workers name:	Workers phone:
Canada Child Benefit total/month: \$	Child Support: \$
AISH: \$	Pension(s): \$
EI: \$	Student Grant(s): \$
Other: \$	

INCLUDE INCOME FOR ALL DEPENDENTS OVER 22 YEARS RESIDING WITH YOU IN THE ABOVE SPACE PROVIDED "OTHER"

ALL INFORMATION MUST BE COMPLETED BEFORE PLACEMENT ON THE WAITLIST

Do you own your own home? Yes No

I currently live in: Apartment House Condo Basement Suite No Fixed Address

When does your current lease expire? _____ How much notice must you give before moving? _____

Length of time at present address: _____ Years _____ Months _____ Monthly Rent \$ _____

Are Utilities Included: Yes No If no, Monthly cost of: _____ Power: _____ Gas: _____ Water: _____

Current Landlord: _____

Telephone: _____ Address: _____

Previous Landlord: _____ Move-out date: _____

Telephone: _____ Address: _____

Do you require "Barrier-Free" accommodations? (Specifically for those with wheelchairs) Yes No

Do you require "Barrier-Free Adaptable" accommodations? (For disability or mobility issues) Yes No

OTHER INFORMATION:

Have you ever applied to Métis Urban or Métis Capital Housing before? Yes No If yes, when? _____ Date: _____

NEXT OF KIN / EMERGENCY CONTACT PERSON

FIRST CONTACT NAME ⓘ	ADDRESS ⓘ	PHONE ⓘ	RELATIONSHIP ⓘ
SECOND CONTACT NAME ⓘ	ADDRESS ⓘ	PHONE ⓘ	RELATIONSHIP ⓘ

- I understand and further agree to the following:
- ∞ **Submit income verification to ensure qualifications meet the policy and guidelines.**
 - ∞ **Authorize Métis Capital Housing Corporation or Métis Urban Housing Corporation to conduct inquiries regarding the approval of my application.**
 - ∞ **Submit a Criminal Record Check when a housing unit is offered.**
 - ∞ **Sign the lease agreement.**
 - ∞ **Service or Therapeutic Animal Policy strictly enforced (discuss with Tenant Relations Officer).**
 - ∞ **The tenant must pay the damage deposit upon unit assignment.**
 - ∞ **Attend a rent-ready workshop.**

Please note: The information we collect, such as your email address, will provide you with tenant documents, communications, and marketing information from MUHC/MCHC. We will always treat your information with the utmost care and never sell it to other companies for marketing purposes. **Confirmation of understanding Please initial:** _____

Applications will not be processed until signed and dated.

SIGNED BY: _____ **APPLICANT:** _____

CO-APPLICANT: _____

DATE: _____

ALL INFORMATION CONTAINED IN THIS APPLICATION WILL BE HELD IN STRICT CONFIDENCE

Thank you for applying with Métis Housing