



SQUAMISH NATION
 Registry Department
 320 Seymour Blvd
 North Vancouver, BC V7J 2J3
 P: 604-982-8607 F: 604-980-6818

ADMIN USE ONLY

APPLICATION FOR TENANCY OF RENTAL UNITS

<<SQUAMISH VALLEY>>

PLEASE SUBMIT YOUR COMPLETED APPLICATION TO:

Heather Baker, Housing Officer
 E: heather_baker@squamish.net
 T: 604-982-8607

If you would like assistance in completing this application, please contact the Housing Officer

NOTICE TO APPLICANT

- **PLEASE DO NOT SUBMIT AN INCOMPLETE APPLICATION**
- Eligible applicants can only rent one rental unit.
- When the *SN Residential Tenancy Application Committee* reviews this application, all information identifying the applicant will be viewed by designated SN staff only.
- If your application status changes substantially after you submit this application (*i.e. change in household income, or change in number of household members*), please advise **Heather Baker**, Housing Officer, immediately.
- Applications may be **disqualified** if:
 - Application forms are incomplete,
 - Applications are submitted or received after the close date,
 - Minimum income requirements are not met,
 - The applicant does not attend the SN tenants education program,
 - The applicant is not prepared to assume the responsibilities and costs associated with regular home maintenance, or,
 - The applicant knowingly provides false information.

There are three newly constructed buildings on Waiwaikum Reserve which together have a total of 13 multi-bedroom rental units available for occupation. They are described as follows:

Building	Square Footage	Anticipated Monthly Rental
A	1243	\$1,492.00
B	1350	\$1,620.00
C	1256	\$1,508.00

PERSONAL INFORMATION PROTECTION ACT (PIPA)

*The personal information on this form is collected for the purpose of administering the **Squamish Nation Residential Tenancy Policy No. 2018-01** under the authority of this policy and section 6 of the PIPA.*

APPLICANT INFORMATION

Co-Applicant 1:

Surname: _____ First Name: _____
 Mailing Address: _____
 Phone No.: _____ Cell Phone No: _____
 Email Address: _____

- | | |
|--|--|
| 1. Are you a SN Member?
<input type="checkbox"/> YES <input type="checkbox"/> NO | 1.1. Are you an elder? (55+ years of age)
<input type="checkbox"/> YES <input type="checkbox"/> NO |
|--|--|

1.2. What is your date of birth? (YYYY/MM/DD): _____

- 2. Have you ever violated a Squamish bylaw? YES NO**
2.1. If YES, please describe: _____

Please attach a separate letter if additional space is required.

Co-Applicant 2:

Surname: _____ First Name: _____
 Mailing Address: _____
 Phone No.: _____ Cell Phone No: _____
 Email Address: _____

- | | |
|--|--|
| 3. Are you a SN member?
<input type="checkbox"/> YES <input type="checkbox"/> NO | 3.1. Are you an elder? (55+ years of age)
<input type="checkbox"/> YES <input type="checkbox"/> NO |
|--|--|

3.2. What is your date of birth? (YYYY/MM/DD): _____

- 4. Have you ever violated a Squamish bylaw? YES NO**
4.1. If YES, please describe: _____

Please attach a separate letter if additional space is required.

- 5. Please choose from the following list why you are interested in obtaining a rental unit:
 (Check all that apply)**
- | | |
|---|--|
| <input type="checkbox"/> Want to live in a SN community | <input type="checkbox"/> Overcrowding |
| <input type="checkbox"/> Increased family support | <input type="checkbox"/> Current housing uninhabitable |
| <input type="checkbox"/> Increased Community connection | <input type="checkbox"/> Other (please provide additional information on a separate sheet) |
| <input type="checkbox"/> Increased employment opportunities | |

INFORMATION ABOUT YOUR CURRENT HOUSING

6. What is your current monthly rent payment? \$ _____

- | | |
|--|---|
| 7. Please describe your current housing situation [Check all that apply].
<input type="checkbox"/> Rent / Lease
<input type="checkbox"/> in a SN community
<input type="checkbox"/> outside of a SN community
<input type="checkbox"/> reside in SN Townhouse or Tenplex
<input type="checkbox"/> Living with family or friends
<input type="checkbox"/> Other: _____ | 8. How many bedrooms do you have in your current home?
<input type="checkbox"/> 0-1
<input type="checkbox"/> 2
<input type="checkbox"/> 3
<input type="checkbox"/> 4 |
|--|---|

9. Do you currently reside in a house that was allocated to you by the Nation? YES NO

9.1. If YES, the age of the home is _____

10. Do you currently reside in a manufactured home (trailer) on Squamish Lands? YES NO

10.1. If YES, the age of the manufactured home is _____

11. Do you currently own housing/land outside of a SN community? YES NO

12. Have you ever previously lived in the Squamish-Lillooet Regional District (SLRD)? YES NO

12.1. If YES, for how many years did you reside in the SLRD? _____

12.2. If YES, how long ago did you move away from the SLRD? _____

INFORMATION ABOUT YOUR HOUSEHOLD

13. Do you or any members of the household have unique medical/mobility needs?
(i.e. wheelchair access, single story, etc.) YES NO

13.1. If YES, what are they? _____

14. Do you have a spouse, children, foster children, or others currently residing in your home? YES NO

14.1. If YES then please fill out this table:

Please attach a separate page if more space is required.

NAME	RELATIONSHIP	DATE OF BIRTH YYYY/MM/DD	SN MEMBER?		PLEASE VERIFY DEPENDENT RELATIONSHIP (AGREEMENT/ORDER)
			YES	NO	
1.			YES	NO	
2.			YES	NO	
3.			YES	NO	
4.			YES	NO	
5.			YES	NO	

15. Do you foresee any changes to the above list within the next 6 months? YES NO

15.1. If YES please note what changes will occur: _____

16. Do you have any pets? YES NO

16.1. If YES, how many pets in total? _____

16.2. If YES, is pet(s) registered with the Squamish Nation Division? YES NO

If you have a dog, is it a **guide dog** or **service dog**, certified under the BC *Guide Dog and Service Dog Act*?

Provide the following information for all household pets (including guide and service dogs)

TYPE	HOW MANY	Willing to give up			Breeds
		<input type="checkbox"/> Yes	<input type="checkbox"/> All but one	<input type="checkbox"/> No	
Dog:		<input type="checkbox"/> Yes	<input type="checkbox"/> All but one	<input type="checkbox"/> No	
Cat:		<input type="checkbox"/> Yes	<input type="checkbox"/> All but one	<input type="checkbox"/> No	
Other:		<input type="checkbox"/> Yes	<input type="checkbox"/> All but one	<input type="checkbox"/> No	

EMPLOYMENT & INCOME INFORMATION

Co-Applicant 1: Please provide your most recent employment history

17.

Place of Employment: _____

Mailing Address: _____

Name of Manager: _____ Phone Number: _____

Length of Employment: _____ **Total Annual Income: \$** _____

17.1. As an attachment to this application please provide **PROOF OF TOTAL INCOME** for the last 12 months (i.e. T4, RC62 or 12 months of pay slips) for other contributors to the household income.

Co-Applicant 2: Please provide your most recent employment history

18.

Place of Employment: _____

Mailing Address: _____

Name of Manager: _____ Phone Number: _____

Length of Employment: _____ **Total Annual Income: \$** _____

18.1. As an attachment to this application please provide **PROOF OF TOTAL INCOME** for the last 12 months (i.e. T4, RC62 or 12 months of pay slips) for other contributors to the household income.

19. Please provide recent employment history for other contributors to your household income, if applicable:

Place of Employment: _____

Mailing Address: _____

Name of Manager: _____ Phone Number: _____

Length of Employment: _____ **Total Annual Income: \$** _____

20. Please indicate any other sources of income **Co-Applicant 1** receives. *Check all that apply:*

- Leasehold Income
 - Prepaid Monthly
- Employment Insurance
- Income Assistance
 - Persons with Disability
 - Persons with Persistent Multiple Barriers
 - Other: _____
- Universal child care benefit
- Canada Pension Plan
 - CPP – Disability
- Old Age Security
- Workers Compensation
- Child / Spousal Support

Other. Please specify: _____

21. Please indicate any other sources of income **Co-Applicant 2** receives. *Check all that apply:*

- Leasehold Income
 - Prepaid Monthly
- Employment Insurance
- Income Assistance
 - Persons with Disability
 - Persons with Persistent Multiple Barriers
 - Other: _____
- Universal child care benefit
- Canada Pension Plan
 - CPP – Disability
- Old Age Security
- Workers Compensation
- Child / Spousal Support

Other. Please specify: _____

22. Please provide a **CREDIT HISTORY** as an attachment to this application. A credit history must include a **full credit report**, in addition to your **credit score**. Contact **any** of the following:

- Equifax at: 1-800-465-7166 or www.Equifax.ca
- TransUnion at: 1-800-663-9980 or <https://www.transunion.ca/>
- Credit Karma at: <https://www.creditkarma.com/credit-scores>

*Council has directed the SN Residential Tenancy Application Committee to consider the financial ability of the applicant to maintain a rental unit. It is **mandatory** to submit a credit history as part of this application.*

A poor credit history will not disqualify your application.

Note that credit histories can be checked periodically **without negatively affecting your credit score.**

23. Do you owe money to the Squamish Nation? YES NO

23.1. If YES, How much do you owe to the Nation? _____

23.2. If YES, Do you currently have a repayment plan in place with the Nation?

YES NO

23.3. If YES, Are you up-to-date with your repayment plan?

YES NO

23.4. If NO, please discuss this in your letter under Question 25 below

HOUSING REFERENCES

24. Please provide housing references for the past five (5) years below, and/or attach two letters of reference speaking to your past housing experience.

<u>REFERENCE No.1</u>	<u>REFERENCE No. 2</u>
Full Name: : _____	Full Name: : _____
Email Address: _____	Email Address: _____
Phone Number: _____	Phone Number: _____
Describe their relationship to you (i.e. landlord, family member) : _____	Describe their relationship to you (i.e. landlord, family member) : _____

DO NOT FORGET THIS SECTION

The following section is essential to your application

25. For the *SN Residential Tenancy Application Committee* to better understand your needs, please attach a separate sheet addressing as many of the following questions as you can. Provide as much detailed information as possible.

<ul style="list-style-type: none"> • Why are you interested in receiving a rental unit? <ul style="list-style-type: none"> ▪ Increased family support? ▪ Increased employment opportunities? ▪ Current housing overcrowded ▪ Current housing uninhabitable • Describe your household dynamics so we can better understand your housing needs. 	<ul style="list-style-type: none"> • What opportunities do you foresee for yourself and your household should you receive a rental unit. • Please describe your involvement or connection to the Nation that is unrelated to your employment. • If you live away from the SN community, please describe how you would involve yourself within the Nation (i.e. volunteering, sports, cultural events, committees, Membership meetings, attending programs etc.).
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Applicants are encouraged to contact a family member or the SN Registry Department should they require assistance in completing this section

**PLEASE READ & CHECK THE FOLLOWING BOXES & PROVIDE
YOUR SIGNATURE TO INDICATE THAT YOU
UNDERSTAND AND AGREE AS FOLLOWS:**

I understand and agree that:

- The information provided on this application is true and correct.
- The completion of this application expresses my interest in entering into a tenancy agreement with respect to the Squamish Valley Townhouses.
- I agree that once I move in, the rental unit will be used as my primary residence.
- I agree to read and familiarize myself with the Squamish Nation Residential Tenancy Policy (Available on the SN website or upon request).
- I agree to attend a tenant's education program (Failure to agree to this will result in your application being disqualified).
- I agree to assume the responsibility and financial costs associated with the regular maintenance and upkeep of my rental unit should I be the successful applicant (Failure to agree to this will result in application being disqualified).
- Data may be collected from applications for statistical purposes, though personal identifying information will be removed beforehand.
- I understand that I do not have the ability to be involved in the selection of any cosmetic design features within the rental unit or upon the residential property.

Signature

Date

CONSENT TO RELEASE INFORMATION

I understand the Director (or a designate) will use the information provided to establish my eligibility for the tenancy. This may include confirming this information with the appropriate Squamish Nation staff member and others.

Signature