



# Lloydminster Métis Housing Group Inc.

3201 - 45 Avenue, Lloydminster, Saskatchewan S9V 1W2

Telephone: (306) 825-4183 Fax: (306) 825-5252 E-mail: [lmhg@sasktel.net](mailto:lmhg@sasktel.net)

## READ CAREFULLY – IMPORTANT INFORMATION REGARDING APPLICATION

At your request we have given you an application for affordable housing. We are providing the following information so that you have a clear understanding of the process to be followed which will enable you to have your application entered into our system.

### **STEP 1:**

When you submit your completed application, the following documentation must accompany it:

1. A **written accommodation reference** from your present living circumstances:
  - i) **Landlord reference**: Please do not request that we contact your landlord for this Document. We have included a form they can fill in.
  - ii) **Homeowner**: statement from Mortgage Company.
  - iii) **Band House**: statement from Band regarding unit upkeep and any payments, if Applicable.
  - iv) **Never rented before**: two (2) Character (not relative) or business reference
2. A **credit reference** from renting furniture, a utility company, bank where you have a loan, any place or person that you have dealt with in a financial manner.
3. A **verification of income & source of income** for all persons must be attached, e.g. Pay slip, letter from employer, and/or most recent income tax assessment.
4. A copy of a **hospitalization card for each person** you will have living with you. Bring them with your application and we will make a copy of them.

**\*\*Before bringing your application to our office, please be sure you have all of the above information. If any information is missing, your application will not be processed.**

**PLEASE DO NOT CALL US, AS IT WILL NOT SPEED THE PROCESS UP.**

### **STEP 2:**

The policy of the Housing Office is: **All Applications must go to the Tenant Selection Committee for approval.** They meet as needed.

### **STEP 3:**

Once your application has been approved it will be placed in the approved file, it is not a first come first serve process. Applicants are placed according to Unit suitability and need. If your circumstances change and you move or get a new phone number it will be your responsibility to update your application with us so that we will be able to contact you. If no updates are given and we are unable to contact you, we will delete your application from our system.

**\*\*APPLICATIONS ARE ONLY KEPT ON FILE FOR 6 MONTHS\*\***



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## APPLICATION FOR SENIORS' RENTAL ACCOMMODATIONS

Over age 55 yrs. with health concerns.

Maximum income \$43,100.00 per year 1 Bedroom / \$54,600.00 2 Bedroom

**\*\*\*\*NO PETS POLICY STRICTLY ENFORCED\*\*\*\***

DATE: \_\_\_\_\_, 20\_\_

I/WE \_\_\_\_\_  
(Last name) (Given Names)

PRESENT ADDRESS: \_\_\_\_\_  
PHONE NO: (HOME) \_\_\_\_\_ (WORK) \_\_\_\_\_

DO HEREWITH APPLY FOR ACCOMMODATION WITH LLOYDMINSTER METIS HOUSING GROUP INC. IN THE CITY LLOYDMINSTER, IN ACCORDANCE TO THE LEASE AGREEMENT AND INFORMATION AS GIVEN IN THE APPLICATION.

I HEREBY AUTHORIZE LLOYDMINSTER METIS HOUSING GROUP INC. TO MAKE ANY INQUIRIES THEY DEEM NECESSARY TO VERIFY FACTS CONTAINED HEREIN.

SIGNATURES OF APPLICANT(S): \_\_\_\_\_

APPLICANT(S) NAMES	BITHDATE mm/dd/yy	SEX
_____	____/____/____	M <input type="checkbox"/> F <input type="checkbox"/>
_____	____/____/____	M <input type="checkbox"/> F <input type="checkbox"/>

Have you previously applied for housing with us? Y N If yes, approximately when? \_\_\_\_\_  
 Have you ever been evicted? Y N If yes, why? \_\_\_\_\_  
 Do you own a lawnmower? Y N  
 Do you own a vacuum? Y N

List below ALL income/funding sources you receive including: CPP, Disability, Old Age, Supplements, Working income, Pensions, EI, Etc. Lloydminster Metis Housing Group Inc. will determine what income is required in calculating the rent. Attach proof for each source of income/funding. This proof must include your full name, gross income and pay period type.

<u>INCOME:</u>	AMOUNT	PROOF ATTACHED
SOURCE:		
1. _____		
2. _____		
3. _____		

ASSETS:  
 CAR/TRUCK? Y N PROPERTY/REAL ESTATE? Y N RECREATIONAL VEHICLE? Y N

BANK NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

NATIVE ANCESTY: METIS( ) TREATY( ) NON-NATIVE( )  
PLEASE PROVIDE PHOTOCOPY OF HEALTH CARD, METIS CARD AND/OR COMPLETE ATTACHED GENEALOGICAL CHART.

PRESENT LIVING SITUATION: What is the size and condition of your present accommodation?  
\_\_\_\_\_

Do you need to give one month's notice? Y N  
 Do you have the following in your current accommodations?  
 Bath Grab Bars Yes No Dishwasher Yes No  
 Stairs Yes No Yard Work Yes No  
 Air Conditioning Yes No Do you feel safe/secure Yes No

What is your rent? \_\_\_\_\_ Utilities? \_\_\_\_\_

**\*\*\*\*WE ARE NOT AN ASSISTED LIVING HOUSING PROGRAM\*\*\*\***

## ABORIGINAL ANCESTRY CHART

Please fill out Aboriginal side as complete as possible. Lack of documentation can cause longer delays in verification.

Name of (Use Maiden Names)	Date of Birth(M/D/Y)	Where from (Town/Province)	Aboriginal Ancestry? Yes/No	If yes, please indicate Metis/FN/Inuit/Non-Status
Your Mother				
Your Father				
Your Mother's Mother				
Your Mother's Father				
Your Father's Mother				
Your Father's Father				

**\*\*ATTACH ALL DOCUMENTS YOU HAVE TO PROVE YOU ABORINGINAL ANCESTRY\*\***  
 All material I submit in the certification is and accurate to the best of my knowledge.

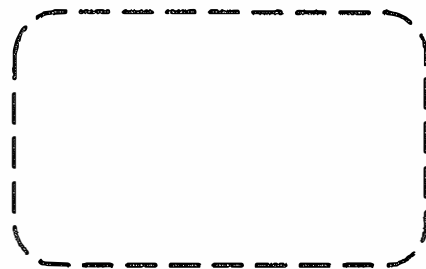
Signature: \_\_\_\_\_

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

# Reference & Tenant History

## Applicant/Co-applicant Information

Name(s): \_\_\_\_\_  
*Applicant* *Co-applicant*



## Tenancy Information

Landlord Name: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_ Email: \_\_\_\_\_

Rental Address: \_\_\_\_\_

Number of adults: \_\_\_\_\_ Number of children: \_\_\_\_\_ Number of bedrooms: \_\_\_\_\_

Dates of tenancy: \_\_\_\_\_  
*Start Date (MM/DD/YYYY)* *End Date (MM/DD/YYYY)*

Paid rent on time:  Always  Usually  Rarely

Arrears/Additional Charges:  No arrears/charges  
 Arrears/charges existed but have been paid  
 Outstanding arrears/charges

*Comments about rent/arrears:*

Unit Maintenance:  Excellent  Good  Fair  Poor  
Yard Maintenance:  Excellent  Good  Fair  Poor  N/A

*Comments about maintenance:*

Complaints/Tenancy Issues:  Caused noise/disturbance  
(Check all that apply)  Allowed pets or people not listed on lease to live in unit  
 Caused damage to the unit  
 Other lease violations (explain in comments)

*Comments about complaints/tenancy issues:*

I would rent to this tenant again:  Yes  No  
The tenant gave proper notice:  Yes  No  N/A  
Security deposit returned:  Yes  No  Partial  N/A

\_\_\_\_\_  
*Name* *Signature* *Date*