



EDMONDS PLACE HOUSING CO-OPERATIVE
52 – 7220 Edmonds Street
Burnaby, B. C. V5N 4T9
Telephone: 604.521-8766

Dear Prospective Member:

Thank you for taking an interest in Edmonds Place Co-op.

We have 51 one, two and three bedroom townhouse units. The one-bedroom units are available to handicapped individuals and are wheelchair accessible.

Each unit comes with wall-to wall carpets, vertical blinds, built-in dishwasher, frost free refrigerator, self-cleaning ovens (not available in one-bedroom units), washer and dryer hook-ups, in-unit-storage and a patio or sundeck.

There is also secured underground parking, one storage locker, and playgrounds for children.

Our share purchase is \$2,500.00.

MARKET HOUSING

MINIMUM GROSS INCOME REQUIREMENT

Size	Market Rate	Monthly	Yearly
1 Bedroom	\$ 1,183	\$ 3,943	\$ 47,320
2 Bedroom	\$ 1,421	\$ 4,737	\$ 56,840
3 Bedroom	\$ 1,579	\$ 5,263	\$ 63,160

Hydro, cablevision and telephone are not included.

We do allow pets; one four legged pet per unit (cat or dog).

At the present time there are no vacancies. However, if you would like to be placed on the waiting list, please fill out the attached application and mail it to the above address. **Your application will be kept on file for up to one year from the date that we receive it.** If you have not found accommodation in that time and wish to remain on our list, please write us a note asking us to retain your application and update your phone and address if necessary. It is **important** that you include **information** pertaining to the **gross annual income of each adult** who would be living in the unit.

This application will only be considered if complete.

Yours truly,
Edmonds Place Co-op
Membership Committee

Updated: September 24, 2025

EDMONDS PLACE HOUSING CO-OPERATIVE

Name: _____
(family name) (first names)

Address: _____

(city) (province) (postal code)

Telephone: _____
(home) (work)

Date of Birth: _____

List all other persons that will be residing with you:

	<i>Name</i>	<i>Sex</i>	<i>Date of Birth (d/m/y)</i>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Number of bedroom required (mark **ONE** only) 1 ☐ 2 ☐ 3 ☐
You can have no more than two persons per bedroom

Special needs or requirements (e.g physical) _____

Number of vehicles: _____ **Pets:** _____

Have you previously resided in a housing co-operative?

Yes ☐ No ☐ If so, when and where: _____

Current housing: own ☐ rent ☐ co-op ☐ Other: _____

List the last two places you have lived:

<i>Address</i>	<i>How Long?</i>	<i>Landlord</i>	<i>Telephone #</i>
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List two personal references (other than family)

Name	Address	Telephone #

According to the structure of co-op living and the lease you will sign before you move in, you will be expected to attend General meetings and contribute to the successfully running of the co-op by joining a committee and/or assisting in the general maintenance of Edmonds Place Housing Co-operative.

Please indicate your skills and/or areas of interest:

Skills

Accounting	☐	Minute Taking	☐
Carpentry	☐	Plumbing	☐
Electrical	☐	Interviewing	☐
Yardwork	☐		

Committees

Finance	☐	Maintenance	☐
Membership	☐	Social	☐

Could you assist in language interpretation: _____

If so, which language(s)_____

THANK YOU FOR TAKING AN INTEREST IN EDMONDS PLACE

**IF ANY OF THIS PACKAGE (INCLUDING THIS PAGE) IS INCOMPLETE
WE CANNOT ACCEPT YOUR APPLICATION!**

**EDMONDS PLACE HOUSING CO-OP
MEMBERSHIP REQUIREMENTS**

A Co-op is managed by the members and the participation of all members is needed to make it a good place to live. Before you apply for membership, please be sure you are willing to comply with these requirements.

1. General Meetings:

There are at least two regular general meetings each year where financial and other decisions are made that affect all members. At least two weeks before the meeting, a notice is sent out advising of the date and time. Members are expected to plan to attend unless it is impossible for them to do so.

Special meetings are called from time to time when the Board requires the members' agreement on a major spending decision. Your attendance is expected.

2. Insurance

Members must show proof of liability insurance before moving into a unit. The policy must provide for \$1 million in liability coverage. The amount on contents is up to the member. The Co-op's insurance covers problems inside the unit. It is particularly important where a problem in a unit causes damage to a neighbouring unit. Proof must be provided to the office every year when the premium is paid. This is checked.

3. Housekeeping Chore

Each unit is assigned a housekeeping chore to ensure that the Co-op is kept clean, healthy and attractive. Chores must not be neglected.

Members are expected to instruct their children to use the garbage cans for food wrappers and containers of items eaten outside or in the common areas of the Co-op. This is important as garbage attracts rodents and other pests.

4. Committee Participation

When you are accepted as a member, you are asked which committee you would prefer to join. Membership on a committee is required. You are expected to attend meetings of the committee that you have agreed to serve on. If everyone participates, the workload is not excessive.

I accept and will comply with these requirements.

Signed: _____

Date _____

Signed: _____

Date _____

EDMONDS PLACE HOUSING CO-OPERATIVE

confidential

INCOME INFORMATION:

Please list the gross annual income of all family members other than those who are under 19 years of age and in attendance at a recognized institute of learning. If you total Gross Annual Income that does not meet minimum market requirements (on cover letter) your application will be placed on the subsidy waiting list.

Name	Relationship	Gross Annual Income
1. _____		\$ _____
2. _____		\$ _____
3. _____		\$ _____

Total Annual Income (Household) \$ _____

Are you receiving GAIN, EI or other assistance? _____

The co-op will require that you fill in a detailed income verification form at a later date.

Applicant's Employer: _____

Address: _____ Phone _____

Contact: _____ # of years: _____

Co-Applicant's Employer: _____

Address: _____ Phone _____

Contact: _____ # of years: _____

I/We confirm that the information contained in this application is accurate. I/We hereby give Edmonds Place Housing Co-operative the Authority to verify or seek corroboration, in whatever way or form they deem appropriate.

Applicants' Name *Date*

Co-Applicants' Name *Date*

COHO CREDIT REPORTING SERVICE

To obtain a credit report, please have the Applicant complete the following form. Please print clearly and accurately, and include the postal code. Only complete the information for the Co-Applicant if a credit check is being done for them, otherwise leave it blank. This form is for information only, and cannot be done without the signed Schedule "A" Rent Check consent form (must also be signed by the Co-Applicant if applicable).

CO-OP: EDMONDS PLACE **COORDINATOR:** Lena

APPLICANT:

FIRST NAME: _____

LAST NAME: _____

Current Address: _____

_____ Postal Code: _____ # of years: _____

Former Address: _____

_____ Postal Code: _____ # of years: _____

Date of Birth: _____ // _____ // _____
Year Month Day

Social Insurance Number (Optional): _____ // _____ // _____

CO-APPLICANT:

FIRST NAME: _____

LAST NAME: _____

Current Address: _____

_____ Postal Code: _____ # of years: _____

Former Address: _____

_____ Postal Code: _____ # of years: _____

Date of Birth: _____ // _____ // _____
Year Month Day

Social Insurance Number (Optional): _____ // _____ // _____



Rental Application Addendum

SCHEDULE "A"

(Each tenancy candidate must complete a separate application)*

Information**

The word "**Information**" means credit information, personal information, information about the services you use that are provided by **the Landlord as listed in this rental application** and information relating to your tenancy at **the Premises applied for in this rental application** including information regarding the duration of your tenancy, monthly rent, emergency contacts and any matters relating to your lease/tenancy agreement, including misrepresentations relating to, defaults under and/or breaches of your lease/tenancy agreement.

"**Credit Information**" means information about you, including your name, age, date of birth, occupation, place of residence, previous places of residence, occupancy length, marital status, co-occupant's/spouse's/same-sex partner's name and age, number of dependants, particulars of education or professional qualifications, field of employment, places of employment, previous places of employment, employment durations, estimated income, paying habits, outstanding debt obligations, cost of living obligations, involvement in bankruptcy proceedings or landlord and tenant disputes, assets, and banking information (including account and credit card information).

"**Personal Information**" means information about you other than credit information that is relevant to your suitability as a tenant, including your social insurance number (optional), driver's license number, vehicle license plate number, vehicle make and year, and information from references which you provide about your character, reputation, physical or personal characteristics or mode of living or about any other matter concerning you that is relevant to your suitability as a tenant.

Collection, Use and Disclosure of Information:

In consideration for **the Landlord** accepting you as a tenant and entering into a lease/tenancy agreement with you, you expressly consent to and authorize the following:

1. **The Landlord** may obtain Information about you through a tenant check and/or credit or consumer report conducted by [Rent Check Credit Bureau](#) and as permitted or required by law. You expressly authorize [Rent Check Credit Bureau](#) to provide Information regarding you to **The Landlord**.
2. **The Landlord** may use Information about you to determine your suitability as a tenant and as permitted or required by law.
3. **The Landlord** may disclose Information about you as permitted or required by law and to [Rent Check Credit Bureau](#) in order to be included within a database of tenant information, and/or within a file on you, for purposes of:
 - tenant reporting and credit reporting in accordance with the *Consumer Reporting Act* (Ontario);
 - establishing a credit history and a rental history;
 - comparing with aggregate statistical data for purposes of tenancy and credit scoring; and
 - supporting the credit approval process.
4. You expressly authorize [Rent Check Credit Bureau](#) to retain Information regarding you indefinitely for the purposes outlined in section 3 above, subject to any applicable legal restrictions.
5. You expressly authorize [Rent Check Credit Bureau](#) to disclose Information regarding you to its members and subscribers as required or permitted by law and for the purposes outlined in section 3 above.
6. You agree that you will not withdraw your authorization and consent to the collection, use and disclosure of Information about you by [Rent Check Credit Bureau](#) as outlined in sections 1 to 5 above.
7. You agree that all statements on this Residential Rental Application are true and you expressly authorize all references given to release information about you to **the Landlord** for verification subject to sections 1 to 5.

Please provide your consent by checking the following box and signing in the appropriate space below:

☐ Yes, I have read and agree to the collection, use and disclosure of Information as outlined above.

I have read, understood and voluntarily agree to the terms and conditions outlined above.

☐ Yes, I have read and agree to the collection, use and disclosure of Information as outlined above.

I have read, understood and voluntarily agree to the terms and conditions outlined above

Applicant's Signature

Co-Applicant's Signature

Print Name

Print Name

Date (yyyy / mm / dd)

Date (yyyy / mm / dd)

* Signature space is provided for applicant and co-applicant however Rent Check suggests that if more than 2 applicants that the landlord provides each tenancy applicant with a separate copy of this Residential Rental Application for completion.

** DISCLAIMER: Rent Check does not represent, warrant or guarantee that this Consent Statement will be valid or enforceable in all circumstances or for every landlord. Each individual landlord should modify the language of this Consent Statement to suit their individual circumstances, and should obtain legal advice regarding the appropriate consent to be obtained from their prospective tenants.