

SAMPLE HOUSING APPLICATION FORM¹

Housing Candidacy Application

Please fill out this form as completely as possible, as this form will be used to assess your suitability and need for housing in the community.

Which housing program(s) do you wish to apply for?

Vacant Rental _____ Social Housing (new) _____ Other _____

Personal Information

Name	Last name: _____		
	First name: _____		
	Middle name / initial: _____		
Date of birth		Status # (if applicable)	
Application date		Expiry date (if applicable)	

Contact Information

Primary phone number		Business/work phone number	
Cell number		Email address	
Street address			
City/province		Postal code	

¹ Excerpted from CMHC's *On-Reserve Non-Profit Housing Program Reference Manual*, 2015

MARITAL STATUS

- Single
- Widowed
- Separated
- Common-law

Who will be residing on the premises?

Name	Relationship to Applicant	Date of Birth

PRESENT LIVING CONDITIONS

HOUSE OWNERSHIP:

Certification Of Possession_____

Band-Owned_____

Renting_____

HEALTH CONSIDERATIONS: _____

RAMP REQUIRED FOR ACCESSIBILITY? YES _____

NO _____

PLEASE SPECIFY ANY OTHER CONSIDERATIONS:

REASON FOR LEAVING PRESENT ACCOMMODATION:

Personal Information <i>(please circle appropriate answer)</i>	
1. Have you ever occupied a unit in the community?	Yes / No
2. Do you owe any outstanding debts to the community?	Yes / No
3. If you answered "yes" to question 2, have you arranged a repayment plan for those debts with the community?	Yes / No
4. Are you currently homeless or inadequately or unsafely housed?	Yes / No
Employment Information	
5. Are you currently employed?	Yes / No
6. Will you be able to maintain employment while residing in the rental unit?	Yes / No
7. Are you paying for employment insurance through your current job?	Yes / No

8. Is your spouse employed?	Yes / No
9. Will your spouse be able to maintain employment while residing in the rental unit?	Yes / No
10. Is your spouse paying for employment insurance through his/her current job?	Yes / No

Employer Information (if applicable)

Name of employer			
Nature of employment	full-time _____ part-time _____ temporary _____	When was your start date?	
Job title		What is your annual income?	
Employer's street address			
Employer's city		Employer's postal code	

Spousal Employment Information (if applicable)

Name of employer			
Nature of employment	full-time _____ part-time _____ temporary _____	When was your start date?	
Job title		What is your annual income?	

Employer's street address			
Employer's city		Employer's postal code	

References

Please provide three (3) references below. Please note that references may be weighted based on your relationship to the reference and depending on what scoring criterion is used. For example, landlord references may score highest, with employment references scoring second highest and family/friends references scoring lowest. If a reference fails to get back to the Housing Department within 5 business days of being contacted, then the Housing Department will contact the “standby” reference.

Name	Relationship	Contact Phone Number
1.		
2.		
3.		
Standby:		

By signing below, I certify and acknowledge that everything I have said on this application is verifiably true without exception:

<hr/> <p style="text-align: center;">Signature</p> <hr/> <p>(rental candidate) Print name</p>	<hr/> <p style="text-align: center;">Date</p>
---	---