



GABRIEL DUMONT NON-PROFIT HOMES (METRO TORONTO) INC.

RENTAL APPLICATION PROCESSES FORM

1) Completing the Rental Application Processes Form

The Rental Application Form **MUST BE COMPLETED IN FULL**; Signed and Dated by **ALL** applicants 16 years of age and older.

Updated **PROOF OF INCOME** from all sources must be attached to the Rental Application Form.

Those applicants wanting to be considered for rent-geared-to-income assistance **MUST PROVIDE ONE** of the following documents:

a.) Status Card (First Nations, Metis, Inuit) OR b.) Sworn Affidavit

2) Landlord & Credit Check

GDNP Homes will conduct a Landlord & Credit Check on each applicant. If the Landlord check indicates monies owing a previous Landlord, the applicant will be notified of whom to contact. Applicants who have a detrimental Landlord check will be advised that their application will not be considered until written documentation has been received stating that the matter has been resolved between the applicant and a previous Landlord.

3) Interview

Applicants will be advised that an interview has been scheduled. **ALL** adults 16 years of age and older must attend this interview. Failure to attend the interview will warrant that the application be withdrawn.

4) Successful Applicant

A letter will be sent; advising that you have been placed on our external waiting list. You are required to ensure that you provide us with updated contact information in order for us to contact you when a unit will be allocated to you.

5) Wait List Time

Your time on the wait list is dependent upon the availability of a unit and the date your application is completed.

6) Failure to Accept a Unit when Offered

If we offer you a unit and you decline; your application will be withdrawn.

7) Stale Dated Application

If we have not heard from you over the last three (3) years of your application being approved; your application will be considered stale dated and you will need to reapply.

GDNP RENTAL APPLICATION FORM

4. PREVIOUS LANDLORD INFORMATION

NAMES	ADDRESSES	FROM		TO	
		MO	YR	MO	YR
1.					
2.					
3.					

IF YOU HAVE MOVED RECENTLY, PLEASE EXPLAIN:

5. ALL OTHER HOUSEHOLD MEMBERS WHO ARE APPLYING WITH YOU

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(LAST NAME) (INITIAL) (FIRST NAME)

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(MM) (DD) (YEAR)

(BIRTHDATE)

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(SOCIAL INSURANCE NUMBER)

RELATIONSHIP TO APPLICANT:

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(LAST NAME) (INITIAL) (FIRST NAME)

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(MM) (DD) (YEAR)

(BIRTHDATE)

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(SOCIAL INSURANCE NUMBER)

RELATIONSHIP TO APPLICANT:

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(MM) (DD) (YEAR)

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(SOCIAL INSURANCE NUMBER)

RELATIONSHIP TO APPLICANT:

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(LAST NAME) (INITIAL) (FIRST NAME)

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(MM) (DD) (YEAR)

(BIRTHDATE)

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(SOCIAL INSURANCE NUMBER)

RELATIONSHIP TO APPLICANT:

6. SIZE OF UNIT REQUESTED 3 Bedroom ☐ 3 Bedroom Disabled ☐ 4 Bedroom ☐

7. NOTICE REQUIREMENT TO VACATE YOUR PRESENT ACCOMMODATION

Do you currently have a lease? YES ☐ NO ☐

If YES, how much notice are you required to provide your landlord?

NO NOTICE ☐ ONE MONTH ☐ TWO MONTHS ☐

8. HAVE YOU EVER BEEN EVICTED BY A LANDLORD? YES ☐ NO ☐

O.H.C. ☐ MTHA ☐ MTHC ☐ NISHNAW BE ☐ WIGWAMEN ☐
NA-ME-RES ☐ CO-OP ☐ NON-PROFIT ☐ OTHER ☐

9. PRESENT LIVING SITUATION Are you currently living in a shelter? YES ☐ NO ☐

What size unit do you currently live in? Place an X to the right of your answer.

Bachelor	Shared	1 Bdrm	2 Bdrm	3 Bdrm
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How much rent do you currently pay your landlord? \$ _____ per month.

Does this rent include utilities? YES ☐ NO ☐

If NO, how much do you pay each month in utilities? \$_____ per month.

GDNP offers rent-geared-to-income to First Nations Families. If you cannot provide proof of your First Nations Ancestry (copy of your status card or a sworn affidavit obtained from ALST); you may still apply for housing, but will not be entitled to received rent-geared-to-income assistance and if your application is approved you will be required to pay full market rent.

Do you or your family member have First Nations Ancestry? YES ☐ NO ☐

If YES, please complete the following information and *be sure to include a copy of your status card.*

NAME	RESERVE	STATUS CARD NUMBER

11. APPLICANTS' FINANCIAL INFORMATION (See attached sheet for accepted proof of income).





(LAST NAME) (INITIAL) (FIRST NAME)

GROSS INCOME \$_____ per month.

TYPE OF INCOME: Please indicate your source of income by putting an X in the box beside it.

EMPLOYMENT		SELF-EMPLOYED	
ONTARIO WORKS		ONTARIO DISABILITY (ODSP)	
GOVERNMENT PENSION		WORK PENSION	
BAND MONEY		OSAP	
FOSTER CARE		RENTAL INCOME	

If your source of income is not listed, please provide here _____.

GDNP RENTAL APPLICATION FORM

11.1 APPLICANTS' FINANCIAL INFORMATION (CONT'D.)

PRINCIPAL BANK ACCOUNT(S)

NAME OF BANK	ADDRESS OF BANK

Put an X to the right of your answer.

CHEQUING ACCOUNT		SAVINGS ACCOUNT		INVESTMENTS	
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Add your account numbers.

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11.2 APPLICANTS' WORK HISTORY

Are you currently employed? YES ☐ NO ☐

If YES, please complete the following:

OCCUPATION	EMPLOYER'S NAME	EMPLOYER'S ADDRESS	EMPLOYER'S TELEPHONE NUMBER

Place an X to the right of your answer.

FULL TIME		PART TIME		SEASONAL	
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SOCIAL ASSISTANCE

If you are currently receiving Social Assistance (Ontario Works (OW) or Ontario Disability (ODSP), please complete the following:

NAME OF WORKER	WORKER'S NUMBER	WORKER'S TELEPHONE NUMBER

12. CO-APPLICANTS' FINANCIAL INFORMATION (See attached sheet for accepted proof of income).

<input type="text"/>	<input type="text"/>	<input type="text"/>
(LAST NAME)	(INITIAL)	(FIRST NAME)

GROSS INCOME \$ _____ per month.

TYPE OF INCOME: Please indicate your source of income by putting an X in the box beside it.

EMPLOYMENT		SELF-EMPLOYED	
ONTARIO WORKS		ONTARIO DISABILITY (ODSP)	
GOVERNMENT PENSION		WORK PENSION	
BAND MONEY		OSAP	
FOSTER CARE		RENTAL INCOME	

If your source of income is not listed, please provide here _____.

12.1 APPLICANTS' FINANCIAL INFORMATION (CONT'D.)

Co-

PRINCIPAL BANK ACCOUNT(S)

NAME OF BANK	ADDRESS OF BANK

Place an X to the right of your answer.

CHEQUING ACCOUNT		SAVINGS ACCOUNT		INVESTMENTS	
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Add your account numbers.

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12.2 APPLICANTS' WORK HISTORY

Are you currently employed? YES ☐ NO ☐

If YES, please complete the following:

OCCUPATION	NAME OF EMPLOYER	EMPLOYER'S ADDRESS	EMPLOYER'S TELEPHONE NUMBER

Place an X to the right of your answer.

FULL TIME		PART TIME		SEASONAL	
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SOCIAL ASSISTANCE

If you are currently receiving Social Assistance (Ontario Works (OW) or Ontario Disability (ODSP), please complete the following:

NAME OF WORKER	WORKER'S NUMBER	WORKER'S TELEPHONE NUMBER

13. HEALTH ISSUES

Does anyone in your household have health issues/concerns that we should be made aware of?

YES ☐ NO ☐

If YES, please explain: (attach a doctor's note if necessary)

14. PETS

Pets and pet owners' responsibilities are detailed in our lease agreements. All pets must be registered with the landlord; have proof of licensing and inoculations.

Do you currently own? Place an X and corresponding number to the right of your answer.

DOG(S)		HOW MANY?		CAT(S)		HOW MANY?	
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If YES, please specify the breed of dog(s) _____

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15. ADDITIONAL APPLIANCES

As a Landlord we provide a fridge and stove (which you must maintain in a reasonable state of cleanliness and repair). However, we need to know if you have any additional appliances that you would be bringing with you (or obtaining if your application is successful) as there is an additional monthly charge for each additional appliance. Please place an X beside the appliance(s) that you own or will be bringing with you.

FRIDGE		STOVE		FREEZER		WASHER		DRYER		AIR CONDITIONER	
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16. EMERGENCY CONTACT

In the event that we need to contact someone on your behalf – please provide that information below:

FULL NAME	ADDRESS	TELEPHONE NUMBER	RELATIONSHIP TO YOU

17. MOTOR VEHICLES

Do you currently have a road worthy vehicle? YES ☐ NO ☐

If YES, how many? ☐

All Tenants registered with GDNP who require a parking space must register their vehicle with the Landlord. Please complete the following information:

Any vehicle that is not roadworthy; have valid license plates/tags; and current vehicle insurance coverage are permitted to park on GDNP Property.

MAKE	MODEL	YEAR	COLOUR
LICENSE PLATE	REGISTRATION NUMBER	NAME OF INURANCE CO.	EXPIRY DATE

GDNP HOMES
RESIDENCIAL TENANCY RENTAL APPLICATION DECLARATION AND CONSENT

- 1) You understand that failure to complete this application in FULL; provide updated proof of income from ALL individuals named in this application; and have this application signed by ALL individuals 16 years of age and older will delay or void this application.
- 2) You understand that in order to be considered for Rent-Geared-To-Income Assistance; that I/We must provide acceptable proof of Aboriginal Ancestry.
- 3) You understand and agree that the information provided will be used by the Landlord to conduct a Landlord and Credit Check.

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 place of residence, occupancy length, marital status, co-occupant's/spouse's/same sex partner's name and age, number of dependents, particulars of education or professional qualifications, field 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 First Nations Status; your social insurance number, 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 characteristic or mode of living or about any other matter concerning 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 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 purpose 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 aforementioned, 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 aforementioned.
 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 aforementioned.
 7. You agree that all statements on this Residential Rental Application and attached to it are true and you expressly authorize all references given to release information about you to the Landlord for verification subject to 1 to 5.
- 4) You understand that failure to attend the required applicant interview will result in this application not being considered.
 - 5) You understand that the completion and submission of this application in NO WAY GUARANTEES that your application is approved and a unit allocated; that you are required to report any and all changes to household size or income when it occurs or requested; and that failure to do so will remove your household from rent-geared-to-income assistance; and you will be required to pay the full market rent.
 - 6) You understand and agree that in the event any information contained in this application is proven to be false or misrepresented; this application will NOT be considered.

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

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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

Print Name

Dated this _____ day of _____ 2018

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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.

Co-Applicant's Signature

Print Name