

DALHOUSIE NON-PROFIT HOUSING CO-OPERATIVE

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APPLICATION FORM

Name of applicant:		
Date of birth:	Phone number:	Email:

Name of co-applicant:		
Date of birth:	Phone number:	Email:

Number of Persons in Household:	Desired move-in date:	How much notice must you give?

Present Address:

	Dates of occupancy:
Postal Code	

Previous address (if less than one year at the above address):

	Dates of occupancy:
Postal code	

Which size of unit do you require? (How many bedrooms?) _____

Do you require a wheelchair accessible unit? Yes No

Other household members (not including the applicant or co-applicant):

Last Name	First Name	Date of Birth (day/month/year)	Relationship to applicant

Parking:

Do you require a parking space?

Yes No

If yes, list all vehicles belonging to the household.

Make	Colour	License number

Pet Policy:

Our co-op has a pet policy that allows 2 non-caged pets.

Do you have any pets, and if so, what kind of pets do you have?

Other Questions:

Have you ever lived in Social or Subsidized Housing?

Yes No

If yes, where did you live? _____

Why did you leave? _____

Do you have any rental arrears?

Yes No

If yes, how much? _____

Are you in a repayment schedule?

Yes No

If yes, how much per month? _____

Interest, Participation, Responsibilities

How did you hear about Dalhousie Co-op?

Have you ever been involved with volunteer work? If so, describe what you did.

What do you believe your role as a member would be in decision-making and participation in the co-op?

The members that live here own our Co-op together. The Co-op is democratically run, and everyone contributes to its operation. For example, some members join the Board of Directors or particular committees, such as the maintenance committee. Please list any skills or interests that you would be willing to contribute:

Why do you want to become a member of Dalhousie Non-Profit Housing Co-op?

The information on this page is personal and confidential and will be protected

1. Present Accommodations

Do you own your present dwelling? <input type="checkbox"/> Yes <input type="checkbox"/> No	If you are renting, what is your present monthly rent? Does this include utilities? <input type="checkbox"/> Yes <input type="checkbox"/> No
How long have you lived in your present accommodation?	How many bedrooms does your present accommodation have?
May we contact your current landlord for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable	Landlord's name and number, if applicable:

2. Household Income

Please list the monthly before-tax income (gross income) of each household member, and attach proof of income to this application (i.e. 3 consecutive paystubs, letter from employer).

Name of household member	Employer or other source of income (Social Assistance, CPP, OAS, ODSP)	Gross monthly income

If you wish to apply for housing charge assistance, please ask for a separate form

If you are applying for subsidized housing, please list your Housing Registry Number:

Member Responsibilities

Members must:

Pay housing charges regularly on the first day of every month.

Keep the unit in good shape and report any damages or maintenance required.

Provide financial information for income verification to access government subsidies.

Attend all annual, special and cluster meetings.

Pay a deposit of market rate upon occupancy of unit (payment may be spread over the first 10 months with a minimum payment of \$50 per month). This amount is refundable when a member leaves, less any damages costs.

Give 70 days (or more) written notice of terminating occupancy.

Devote at least two (2) hours a month to the Co-op in the form of committee work, maintenance, or other tasks as determined.

Reside in the unit. The unit can only be occupied by those named on the housing agreement.

Not sub-let the unit. Sub-letting is prohibited.

Dalhousie Co-op does not provide a fridge or stove in any units.

Unit Descriptions

Bachelors	5	3 Bedroom	18
1 Bedroom	17	4 Bedroom	8
2 Bedroom	35		

Subsidies

Subsidies are available on some units, and are calculated on the total gross household income.

Signatures

In submitting this application for housing in Dalhousie Non-profit Housing Co-operative, I understand and accept the general co-operative principles:

- open and voluntary membership
- member control through responsible participation in the Co-op's decisions
- return of "surplus" to members through reduced housing charges
- co-operative education and skill-sharing
- co-operation among co-operatives

I understand that through government financing and regulation, I will be receiving housing at cost and that cost will partly be determined by the level of services I require and the extent to which I fulfill my responsibilities to the community as a whole. These include prompt payment of housing charges and some participation as joint owner in the operation of the Co-operative.

I understand that my application will be accepted or rejected by the Board of Directors on the basis of the following criteria:

- willingness to participate in the operation of the Co-operative
- respect for the rights of the other members/residents
- demonstrated financial responsibility
- income and family size appropriate to the co-operative requirements
- willingness to contribute a minimum of two (2) hours per month in participation

I understand that this application is not an agreement on the part of Dalhousie Co-operative to provide me with rental accommodation. I certify that the information given in this application is correct to the best of my knowledge and I have fully disclosed my gross household income. I authorize Dalhousie Co-operative to undertake a landlord and credit check and verify all information given in this application and I authorize any person, corporation or social agency having the information, to release it to Dalhousie Co-operative.

I understand that, if the co-op accepts us for membership and offers us a unit, we must pay a one-time membership fee of \$10 for each member. I understand that I will sign a Housing Agreement before moving into my unit, and that on move-in day or earlier, I will pay by certified cheque, cash, or money order the amount of market rate to cover the Member Loan, or I will formally agree to pay this amount in no more than ten (10) monthly installments.

I understand that only members of Dalhousie Non-Profit Housing Co-operative Inc. may live in the co-op. I hereby apply for membership.

Signatures of all household members over 16 years of age:

X: _____

Date: _____

x: _____

Date: _____

x: _____

Date: _____