



Fernwood NRG

1240 Gladstone Avenue  
Victoria B.C., V8T 1G6  
250-381-1552

# CORNERSTONE HOUSING APPLICATION

## **Project Description**

The Cornerstone Apartments are located at 1303 Gladstone Avenue. There are 4 self-contained, 3 bedroom units of market-based affordable family housing. The suits are located in a renovated 1912 heritage building and each suit is approximately 900sf. There are no dedicated parking spaces for the units and street parking is limited. No pets or smoking are permitted. The units include heat and hot water. Hydro, cable, internet and telephone are not included. The building has shared coin operated laundry facilities.

## **Who is Eligible**

- 3-6 person family groupings that include at least one parent and one dependant child
- Families that have an annual income that can sustain monthly rental payments of \$1075 without exceeding 30% of the annual gross family income.

As the demand for these units is high, Fernwood NRG assesses each applicant's need for housing based on criteria which includes the applicant's income, current living situation, and personal and family requirements.

## **Purpose of this Form**

This application form is designed to collect specific information from applicants in accordance with section 26 (c) of the Freedom of Information and Protection of Privacy Act (the FOI Act). Fernwood NRG will use this information to determine your eligibility for housing and the types of accommodation that best suit your needs.

## **Additional information**

At this time Fernwood NRG does not maintain a waitlist. Units are advertised on Craigslist and Used Victoria, and posted on our website as they become available. Fernwood NRG appreciates that some of the information requested in this application form may be sensitive and confidential. Your application will be reviewed in confidence.



**Office Use Only**

File Number: \_\_\_\_\_

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

**A. Applicant:** (PLEASE PRINT OR TYPE CLEARLY)

Last Name	First name	Mr.	Ms.	Home phone
Address				Work phone
Email				Cell phone

**B. Household Composition:** (List yourself on line 1, then list all other persons in your household who will be living with you.)

	Full Name	Age	Sex	Relationship to applicant	Type of Disability (if any)
1.				<b>Applicant</b>	
2.					
3.					
4.					
5.					
6.					

**C. Rental References:**

	Address	From Date	To Date	Name of Landlord	Phone No.
1.					
2.					

**D. Personal References:** (Please list two personal references other than relatives)

	Name	Length of time known	Relationship	Phone No.
1.				
2.				

**E. Income Information:** (List gross monthly income [before deductions] for all members of your household, age 19 and older, from all sources.)

First Name	All Income Sources (please include name of employer)	Gross Monthly Income
1.		
2.		
3.		
4.		
5.		
Total:		

**F. Assets:** (Please list the current value of all assets held by you and members of your household.)

Cash/Bank Balance	Stocks/Bonds/Term deposits, etc.	Value of Real Estate Owned
\$	\$	\$

**G. Transportation:**

Does anyone in your household own a car?       Yes       No

If yes, what is the value of your vehicle \_\_\_\_\_

**H. Current Accommodation:** (Please describe your current accommodation as completely as possible by checking and/or completing the information below.)

Please state:

Your current monthly rent. \$ \_\_\_\_\_      Does your rent include heat?    Yes       No

Describe your current accommodation:

1.  Apartment      2.  House/Duplex/Townhouse      3.  Housekeeping Room      4.  Basement Suite

5.  Room & Board      6.  Trailer      7.  Living with Family/Friends.      8.  Car

9.  Hotel/Motel      10.  Other (please explain) \_\_\_\_\_

How many bedrooms do you have now? \_\_\_\_\_

Do you:

1.  Rent      2.  Own      3.  Share Expenses      4.  Have Free Accommodation      5.  Live in a Co-op

6.  Other (please explain)

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Does your present accommodation have a:

- Bathroom       Private       Shared       None
- Kitchen         Private       Shared       None
- Outdoor play area:     Yes       No

**K. Application Checklist:**

Before returning your Application for Accommodation have you:

- Completed your Application in full?
- Enclosed a copy of the 'Notice to End a Residential Tenancy', if applicable?
- Signed and dated the Application in the shaded space below?

**DECLARATION:** Please read and sign this statement.

**I/We declare:**

- This is my/our application; and
- All the information in it is correct and complete to the best of my/our knowledge and belief.

**I/We authorize:**

- Pursuant to the Freedom of Information and Protection of Privacy Act (the FOI Act), Fernwood NRG to make any inquiries that are necessary to verify the information given in this application; and
- Pursuant to the FOI Act, any person, corporation or social agency to release to Fernwood NRG any information pertinent to the assessment of my/our application; and
- Fernwood NRG to receive and exchange with credit bureaus and my/our previous landlords credit and other information about me/us, to be used in the decision making process to provide me/us with rental accommodation.

**I/We understand:**

- That, in accordance with section 33 (c) of the FOI Act, the information on this application may be shared with other affordable housing providers in order to increase my/our opportunities for rent-geared-to-income housing; and
- That this application does not constitute any agreement on the part of Fernwood NRG to provide me/us with rental accommodation; and
- That it is my/our responsibility to advise Fernwood NRG of any changes to the information given in this application and to provide any supporting materials required for my/our application.

Signature of Applicant	Date
Signature of Applicant	Date