

Received \_\_\_\_\_ *For Office Use Only* Interview Date: \_\_\_\_\_

Reference Check: \_\_\_\_\_ Date: \_\_\_\_\_

Landlord Check: \_\_\_\_\_ Date: \_\_\_\_\_

Credit Check: \_\_\_\_\_ Date: \_\_\_\_\_

Subsidy Requested Yes \_\_\_\_\_ No \_\_\_\_\_

Application approved: Yes \_\_\_\_\_ No \_\_\_\_\_

Letter Sent: \_\_\_\_\_

***CLEARWATER HOUSING CO-OPERATIVE***

219-32550 MACLURE ROAD ABBOTSFORD, B. C. V2T 4N3 PHONE: 604-859-7429

**APPLICATION FOR MEMBERSHIP**

**NAME OF APPLICANT:** \_\_\_\_\_

\_\_\_\_\_  
*Street*

\_\_\_\_\_  
*City*

\_\_\_\_\_  
*Province*

\_\_\_\_\_  
*Postal Code*

**TELEPHONE** Home: \_\_\_\_\_ **Business:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Length of time at this address:** \_\_\_\_\_

**Name of Landlord:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Former address if *you have resided here less than two years:***

\_\_\_\_\_  
**From:** \_\_\_\_\_ **To:** \_\_\_\_\_

\_\_\_\_\_  
*Street*

\_\_\_\_\_  
*City*

\_\_\_\_\_  
*Province*

\_\_\_\_\_  
*Postal Code*

**Name of Landlord:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Present Employer:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

\_\_\_\_\_  
*Street*

\_\_\_\_\_  
*City*

\_\_\_\_\_  
*Province*

\_\_\_\_\_  
*Postal Code*

Job title and description: \_\_\_\_\_

Length of time employed here: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Previous Employer, *if you have worked here less than two years:*

\_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

*Name*

\_\_\_\_\_ Phone: \_\_\_\_\_

*Street*

*City*

*Province*

*Postal Code*

**HOUSEHOLD COMPOSITION:**

Please list below details of all household members, including you, who would be residing at the Co-op. Common-Law relationship, must be noted.

First and Last Name

Date of Birth

Relationship

First and Last Name	Date of Birth	Relationship

**ALL UNITS ARE NON-SMOKING**

**ACCOMMODATION DETAILS: (please circle yes or no)**

Is any member of your household handicapped/disabled and in need of special housing requirements? Yes No

Do any members of your household have medical problems that require special housing considerations Yes No

Is so, give details \_\_\_\_\_

How many vehicles do you have? \_\_\_\_\_ Type \_\_\_\_\_ Year \_\_\_\_\_

Do you know anyone living in this Co-op? Yes, No Name \_\_\_\_\_

**PRESENT HOUSING DETAILS:**

What notice required to vacate present residence? \_\_\_\_\_

What is your current monthly accommodation cost? \_\_\_\_\_

Please check below the category that best describes your present housing arrangements:

- |  |  |
|--|--|
| 1. <input type="checkbox"/> Owned                    | 4. <input type="checkbox"/> Co-operative housing     |
| 2. <input type="checkbox"/> Private rental           | 5. <input type="checkbox"/> Group home / institution |
| 3. <input type="checkbox"/> Public non-profit rental | 6. <input type="checkbox"/> Shared accommodation     |

Please state the reason you wish to leave your present residence: \_\_\_\_\_

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#### CO-OPERATIVE HOUSING:

As will be explained at your interview, volunteer work is an integral and important part of Co-op living (co-op housing in not necessarily low income housing) **All members** are required to participate in some aspects of the co-op organization by contributing their time and talents where and when needed.

Please describe any volunteer / community work you have done (i.e. church, school, union, sports, etc.)

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Please indicate the areas in which you would like to participate if accepted for membership:

- |   |  |
|---|--|
| <input type="checkbox"/> Finance Committee    | <input type="checkbox"/> Maintenance Committee |
| <input type="checkbox"/> Membership Committee | <input type="checkbox"/> Office Committee      |
| <input type="checkbox"/> Social Committee     | <input type="checkbox"/> Inspection Committee  |
| <input type="checkbox"/> Newsletter Committee | <input type="checkbox"/> Board of Directors    |

What skills do you feel you have to contribute to these committees?

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Provide a brief description of what you think co-op living is about: \_\_\_\_\_

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How did you learn about Clearwater Housing Co-op? \_\_\_\_\_

#### LETTERS OF REFERENCE:

Please provide two letters of reference from this list of credible sources:

- |            |               |              |                |
|------------|---------------|--------------|----------------|
| Accountant | Landlord      | Bank Manager | Lawyer         |
| Clergy     | Notary Public | Employer     | Police Officer |

**Please submit these with your application form. Personal references are not acceptable. References will be checked later by telephone, so please provide telephone numbers with letters.**

I / we understand that only persons listed under “Family Composition” may occupy the unit

I / we understand that this application must be accompanied by income verification acceptable to the Co-op administration.

I / we understand that this application must be accompanied by two letters of reference from credible sources as listed in this application.

I / we understand that Clearwater Housing Co-operative is formed for the purpose of providing housing at cost to its members and that membership included the responsibility to participate in the management and maintenance of the Co-op.

I / we agree in principle to the terms of the Occupancy Agreement as set out by Clearwater Housing Co-operative. I / we further agree to abide by all rules as set out in my **unit binder**. I / we also understand that violation of said rules can result in termination of membership, subject to action by the Board of Directors of Clearwater Housing Co-operative.

I / we declare that all the information in this application is correct and true, and hereby authorize the Clearwater Housing Co-operative Administration to verify any and all of the information contained herein and to perform a credit check at its discretion.

DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_



Applications will be kept on file for six (6) months after date of application. Please contact the Clearwater Housing Co-operative Office or the Membership Committee in writing should you wish to reapply. Please keep the office informed of any changes of address or telephone number 604-859-7429 during the six months.

# 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: Clearwater Housing**

**COORDINATOR: Robynne Zabensky**

**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:

- 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**.
- The Landlord** may use Information about you to determine your suitability as a tenant and as permitted or required by law.
- 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.
- 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.
- 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.
- 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.
- 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.

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.

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.