



PLEASE READ CAREFULLY BEFORE FILLING OUT APPLICATION

QUALIFICATIONS

Must provide proof of income to confirm eligibility to Income Thresholds.

PROCEDURE

Both Applicants must sign and date the document

Required documents that MUST BE submitted with your application:

- Proof of Indigenous Ancestry – Status Card, Métis Card, or Inuit Status, if applicable.
- Current Government Identification i.e., Driver's License, Personal ID Card,
- Canadian Passport.
- Medical Letter – If you or someone in your family has a disability or requires a barrier free unit. Proof of Current Income; Letter of Employment, AISH Letter/Statement, Alberta Works Statement.

NOTE: Security Deposit will be required to secure unit when the next suitable unit is assigned to you

PLEASE NOTE: WE ARE NOT AN EMERGENCY HOUSING PROGRAM

ALL APPLICANTS MUST SUCCESSFULLY COMPLETE A SINGLE KEY TENANT SCREENING PROCESS PRIOR TO LEASE SIGNING.



All applications are processed at TCVI in Edmonton. **Once ALL required documents are submitted with the application, it is then reviewed for eligibility.** The applicant will be sent a letter advising if further information is required, or the application is approved (or denied) to the wait list.

When approved to the wait list, the applicant is then asked to confirm continued interest every three months. ***It is imperative the applicant advise our office of any change in contact information as soon as it changes. If we do not have the most current contact information on file, you could be missed for the next available unit.***

Tenancy follows the National Housing Occupancy Standards which take into account family size.

TCVI RENTAL HOUSING APPLICATION

ALL INFORMATION MUST BE COMPLETED BEFORE PLACEMENT ON WAIT LIST

Applicant Name:	Co-Applicant Name:
Applicant's Date of Birth:	Co-Applicant's Date of Birth:
Status Card Registration Number:	Status Card Registration Number:
First Nation: <input type="checkbox"/> First Nation <input type="checkbox"/> Metis <input type="checkbox"/> Inuit <input type="checkbox"/> Other	First Nation: <input type="checkbox"/> First Nation <input type="checkbox"/> Metis <input type="checkbox"/> Inuit <input type="checkbox"/> Other
Address:	Address:
City/Province: Postal code:	City/Province: Postal code:
Current Telephone Number:	Current Telephone Number:
Email Address: Preferred method of communication <input type="checkbox"/> Text <input type="checkbox"/> Phone <input type="checkbox"/> Email	Email Address: Preferred method of communication <input type="checkbox"/> Text <input type="checkbox"/> Phone <input type="checkbox"/> Email

Do you give TCVI Housing consent to send correspondence via email? Yes No



Applicant's Marital Status: Married Single Common-Law Other.

LIST ALL OTHER PEOPLE WHO WILL BE LIVING WITH YOU (Under 18):

NAME	GENDER	RELATIONSHIP	BIRTH DATE <small>MM/DD/YY</small>	STATUS CARD REG. NUMBER	ANCESTRY <small>(FIRST NATION, Metis, OR INUIT)</small>

SOURCE OF APPLICANTS INCOME:		SOURCE OF CO-APPLICANTS INCOME:	
Employed gross monthly amount: \$		Employed gross monthly amount: \$	
Employer's phone:		Employer's phone:	
Alberta Income Supports: \$		Alberta Income Supports: \$	
Case Worker's name/phone:		Case Worker's name/phone:	
Canada Child Benefit total/month: \$		Canada Child Benefit total/month: \$	
Child Support: \$		Child Support: \$	
AISH: \$		Pension(s): \$	
Pension(s): \$		AISH: \$	
Student Grant(s) \$		Student Grant(s): \$	
Other Income: \$		Other Income:\$	

INCLUDE INCOME FOR ALL DEPENDENT'S RESIDING WITH YOU IN ABOVE SPACE PROVIDED



ALL INFORMATION MUST BE COMPLETED BEFORE PLACEMENT ON WAIT LIST

Do you own your own home? Yes No

I currently live in: Apartment House Condo Basement Suite No Fixed Address

When does your current lease expire? _____

Length of time at present address: Years _____ Months _____ Monthly Rent \$ _____

Are Utilities Included? Yes No

Monthly cost of: Power: _____ Gas: _____ Water: _____

Do you have any pets? _____ Cat/Dog/Other: _____

Current number of Bedrooms: _____

How much notice must you give before moving? _____

Current Landlord: _____

Telephone: _____

Address: _____

Previous Landlord: _____

Move out date: _____

Telephone: _____

Address: _____

Other References: _____

Do you require "Barrier Free" accommodations? (Specifically, for those with wheelchairs)

Yes No

Do you require "Barrier Free Adaptable" accommodations? (For disability or mobility issues)

Yes No



Please initial on each line:

_____ I/We hereby certify that all statements made in this application are true and I/we hereby authorize Tribal Chiefs Ventures Inc. (hereinafter called "TCVI"); "Tribal Chiefs Ventures Inc." shall include the employees and agents of "Tribal Chiefs Ventures Inc." to conduct a personal investigation and to contact any person identified in this Rental Application. The failure by TCVI to obtain an accurate and satisfactory personal check may, in TVCI's sole discretion, adversely affect your application. I understand and acknowledge that if the application information provided is incorrect TCVI may at its option elect to terminate my tenancy agreement upon thirty days written notice.

_____ **I/We hereby acknowledge there are no pets allowed on these premises without written authorization from the Landlord.**

_____ In order for TCVI to comply with federal and/or provincial privacy legislation, I/we understand that all personal information collected from me/us may be collected, used and disclosed by TCVI for the purpose of my/our application assessment, to greet new tenants and invite them to utilize certain facilities of TCVI, for the purpose of debt collection, to uphold and maintain the rules and regulations of the property, to evaluate my/our tenancy, to comply with applicable law and in the ordinary course of TCVI's business, including, but not limited to, any refinancing or potential sale of the property and normal course dealings with providers of utilities and other like services. TCVI hereby acknowledges receipt of the sum of \$_____ as deposit to be considered as a rental deposit only. Upon the applicant taking possession of the apartment, the deposit shall be deemed to be a Security Deposit as defined in the Province of Alberta under the Residential Tenancies Act, Cr-17.

Insurance

_____ a) I/We hereby agree to maintain on all risk and comprehensive insurance policy to insure the effects against loss from water, fire, theft and third party liability insurance. I/We hereby waive and release the Landlord from any liability or loss to any persons or property which occurs in connection with the Apartment, the Building and its facilities, the grounds and parking lot (including parkade doors) unless caused by the negligence of the Landlord.

_____ b) I/We hereby agree waterbeds are not permitted without written permission from the Landlord and I/We must have waterbed liability insurance.

_____ c) I/We hereby indemnify the Landlord from any damage arising from acts or negligence by other Tenant(s), occupants, contractor(s) and/or guests to the Apartment, the common areas or the property of which they form a part. Prior to taking possession (i.e. have keys handed over to you) of the Apartment, Tenant shall provide satisfactory proof to the Landlord of acquired insurance set out in subparagraphs a) and b) of this Section.

OTHER INFORMATION:

Have you ever applied to Tribal Chief Ventures Housing before? Yes No
If yes, when? _____

NEXT OF KIN / CONTACT PERSON IN EVENT OF EMERGENCY:

1: Name: _____ Address: _____ Phone: _____

2: Name: _____ Address: _____ Phone: _____

I understand and further agree to:

- Submit income verification and a copy of your status cards to ensure qualifications are met in accordance with TCVI Policy.**
- Authorize Tribal Chief Ventures Housing to conduct inquiries re: the approval of my application.**
- Sign a Lease Agreement**
- Pet Policy – Strictly Enforced – One pet per household if approved**
- No Smoking in the unit – Strictly Enforced**

Please note: The information we collect from you, such as your email address, will be used to provide you with tenant documents, communications, and program information from TCVI. We will always treat your personal details with the utmost care and will never sell them to other companies for marketing purposes.

Confirmation of understanding Please initial: _____

Applications will NOT be processed until signed and dated.

SIGNED BY: APPLICANT: _____

APPLICANT: _____

DATE: _____

ALL INFORMATION CONTAINED IN THIS APPLICATION WILL BE HELD IN STRICT CONFIDENCE

Thank you for applying with Tribal Chief Ventures Housing