

**Sam Greer Place Cooperative Housing Association**  
**1<sup>st</sup> Avenue and Maple Street in Kitsilano, Vancouver, BC**

**About Sam Greer Co-op**

Sam Greer is a 15-unit housing co-op made up of 7 one-bedroom and 8 two-bedroom suites surrounding a central courtyard. We have three heritage buildings on-site that were renovated into apartments when Sam Greer Co-op was established in 1977; these units range in size from 380-700 square feet. We also have five townhouses that were purpose-built in 1977; these units are 800 square feet. Our two-bedrooms are designated family units and as such are only available to members with dependant(s). We do not have any wheelchair-accessible units.

We share a common laundry room, tool shed, recycling shed, bike parking and composter. There is limited on-site parking. Sam Greer is a smoke-free co-op. A pet may be allowed in some units; all pets must be spayed or neutered.

**Financial Information**

Housing Charges currently range between \$800-\$1200, and do not include utilities or parking. We receive no government funding and therefore cannot offer housing charge assistance to new members.

The maximum annual gross income level for individuals or families upon entering the Co-op is \$75,600 (as of September 2017).

**Application Information**

We look for members who get involved in the community, who attend meetings productively, who get informed about co-op practices and beliefs, who are good neighbours, who keep their unit in good condition, who act and live co-operatively by following our co-op's rules and policies, and who pay their housing charges on time.

We invite wait-list applications from qualified individuals or families. Our application consists of the attached form and letter of interest that describes your understanding of co-op living and includes information about how you would be a valuable member of our close community. We accept applications either by email (fillable PDF) or mail.

The vacancy/turnover rate is very low and our waiting list is long. We keep applications on file for 12 months. *You must renew your application by email every 12 months to stay on the waiting list, at which time you can update changes to your personal information.* Incomplete applications and applications which have not been renewed after 12 months will not be considered for membership and will be destroyed for your privacy. When a vacancy arises, applicants will be contacted for an interview.

**We look forward to meeting with you, and thank you for your interest in Sam Greer Place!**

**SAM GREER PLACE COOPERATIVE HOUSING ASSOCIATION APPLICATION FORM**

Please send completed applications either by email to samgreerhousing@gmail.com or by mail to: Sam Greer Membership Committee, % 1714 Maple St. Vancouver, BC V6J3S6.

<b>Applicant Name:</b>		<b>Date of Birth YY/MM/DD:</b>
<b>Address:</b>		
<b>Main Phone:</b>	<b>Alternate Phone:</b>	<b>E-mail:</b>
<b>Occupation:</b>	<b>Employer/employment length:</b>	<b>Employment Contact Name and Number:</b>

<b>Co-applicant Name:</b>		<b>Date of Birth YY/MM/DD:</b>
<b>Address:</b>		
<b>Main Phone:</b>	<b>Alternate Phone:</b>	<b>E-mail:</b>
<b>Occupation:</b>	<b>Employer/employment length:</b>	<b>Employment Contact Name and Number:</b>

**Names, gender and birth dates of all other dependents who will reside with you:**

<b>Last Name:</b>	<b>First Name:</b>	<b>Gender:</b>	<b>Date of Birth:</b>

Unit size desired:  One bedroom  Two bedroom

**Housing Background:**

Have you lived at your current address for more than five years?  Yes  No

Current landlord's name and phone number: \_\_\_\_\_

If applicable, please list up to three additional addresses & landlord's information within past five years:

\_\_\_\_\_

\_\_\_\_\_

How much do you currently pay in rent each month? \_\_\_\_\_

If you pay for utilities, how much do you pay? \_\_\_\_\_

Parking Requirements: \_\_\_\_\_ Pets: \_\_\_\_\_

**SAM GREER PLACE COOPERATIVE HOUSING ASSOCIATION APPLICATION FORM**

**Please read and sign the following statement.**

I/We understand that only the member(s) of Sam Greer Place Housing Co-op may live in the co-op and we apply for membership, as set out below.

I/We understand that, if the co-op accepts me/us for membership and offers me/us a unit, I/we must buy one share at the cost of one month's housing charge for my/our unit. This share will be shared by all the Sam Greer Housing Co-op members of the household.

If accepted into membership, I/we agree to be bound by and to comply with the Rules, Occupancy Agreement and policies of the co-op in force and as amended from time to time.

I/We declare that all the information in this application is correct. I/We give the co-op permission to verify any or all of this information, and to do a landlord check and a credit check. I/We understand that acceptance of membership depends on the co-op obtaining satisfactory results from these checks.

Signatures of all household members who are at least 19 years of age:

Applicant for membership: \_\_\_\_\_

Co-applicant for membership: \_\_\_\_\_

Other household member: \_\_\_\_\_

Other household member: \_\_\_\_\_

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

Note: The following personal information protection statement is to be signed with this application form.

**SAM GREER PLACE COOPERATIVE HOUSING ASSOCIATION APPLICATION FORM**  
**Personal Information Protection Statement**

I/We agree that Sam Greer Place Co-operative Housing Association may keep the following information about me/us:

1. Financial information on household income when I/we move into the co-op to determine eligibility.
2. Date of birth for purposes of conducting a credit check and reporting unpaid debts to a collection agency or credit bureau.
3. Eligibility information to qualify for the supplementary Home Owner Grant.
4. Co-op census information, including a record of all residents in each unit for security purposes.
5. Relationship of co-applicant to applicant, dates of birth of applicant and all future occupants – if this is required to establish the size of unit for my household, based on co-op occupancy standards.
6. I/We agree that this personal information may be made available to people in the following positions:
  - Co-op auditor
  - Employees of our management company
  - Municipal employees dealing with the Home Owner Grant (for grant application)
  - Co-op lawyer
  - Designated staff or committee member(s) who have designated official duties for:
    - Applications for membership
    - Income review and setting housing charges, [including applications for security of tenure fund]
    - Applications for the Home Owner Grant
    - Collecting signatures for the Home Owner Grant
    - Collecting co-op census information
    - Credit checks (for credit check only when you first apply for membership)
    - Landlord and other reference checks
    - Maintaining secure filing and storage of personal information (both hard copy and computer)
    - Board of Directors only if it is in connection with the Board's official duties
    - General meeting only if it is relevant to an appeal I make of a Board decision
7. I/We understand that Sam Greer Place Co-operative Housing Association may use the information to:
  - Contact me about this application
  - Determine my eligibility for housing and membership in the Co-op
  - Establish the size of unit for my household, based on co-op occupancy standards
  - Determine eligibility for supplementary Home Owner Grant
  - Ensure safe evacuation of all household members in case of emergency and for security purposes
  - Conduct a credit check before accepting my application
  - Decide on any request for an internal move
8. I/We understand that the co-op will destroy personal information that it no longer needs:
  - Within one year after a decision was made for credit checks and for any information on inactive applicants
  - No more than seven years for financial information on members

**I/We have read and kept a copy of this statement.**

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

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

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

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

**[All household members 19 years of age and older must sign this statement.]**

**SAM GREER PLACE COOPERATIVE HOUSING ASSOCIATION APPLICATION FORM**

Letter of Interest: please include how you heard of Sam Greer Co-op, what you understand co-op living to entail, why our co-op appeals to you and any additional information that shows how you would be a valuable member of our close community.

# SAM GREER PLACE COOPERATIVE HOUSING ASSOCIATION APPLICATION FORM

Applicant's first and last name: \_\_\_\_\_

Household income

Please check the appropriate box:

Our household income is:

\$30,000 - \$49,999    \$50,000 - \$74,999    \$75,000+

If the co-op calls you for an interview, you will need to provide proof of this income.