

**HATLEY PARK HOUSING CO-OPERATIVE**  
**939 Goldstream Ave., Victoria, B.C.**

Thank you for your interest in Hatley Park Housing Co-operative.

As requested, please find enclosed an application form. When your application is returned to us, it will be kept on our files for a period of six months. If you wish to remain on our list after this time, you must notify us by letter or submit a new application form. Also, you must keep us informed of any changes in the information you have provided in the application (i.e. address, phone number, gross income, number of bedrooms required etc.). If the contact information on your application is not current it may affect our ability to contact you for a vacancy you may be qualified for.

When we are notified of a unit becoming available, all applications are reviewed and a selection of applications that meet the current requirements are contacted to arrange for an interview.

Hatley Park Housing Co-operative consists of 10 two bedroom and 11 three bedroom, 2-story townhouse units in four separate buildings. Housing charges are calculated at **30 %** of your family income but will not exceed our current maximum rates.

Each unit consists of 1 ½baths, fireplace, storage room upstairs, carport, storage shed from carport, fenced back yard and washer/dryer hook-ups.

A share purchase of \$1500.00 is required for membership in the Co-operative. The share purchase must be paid for (in full) prior to move-in.

A non-refundable deposit of \$250.00 is required immediately upon acceptance of a potential member by the Board of Directors. This deposit will be applied to the share purchase amount at time of occupancy.

A new member must also arrange for household insurance with an effective date of no later than the move-in date and a minimum liability of \$1,000,000.00. A copy of the household insurance must be given to the Co-op Finance Director within 30 days of occupancy and every year thereafter.

Please send your application to:  
**Hatley Park Housing Co-operative**  
**Membership Committee**  
**C/O #4 – 939 Goldstream Ave.**  
**Victoria, B. C. V9B 2Y2**

**APPLICATION FORM**  
**HATLEY PARK HOUSING CO-OPERATIVE**  
939 Goldstream Ave.  
Victoria, B.C.  
V9B 2Y2

Date of Application: \_\_\_\_\_ Bedrooms Required: \_\_\_\_\_

**General Information**-----

Applicant: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
Surname, First Name Day/Month/Year

Partner/Spouse: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
Surname, First Name Day/Month/Year

Current Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
# Street, City, Postal Code

Pets (number & type): \_\_\_\_\_ Spayed?: Y \_\_\_ N \_\_\_  
Number of Vehicles: \_\_\_\_\_ Neutered?: Y \_\_\_ N \_\_\_

**Current Housing**-----

Own: \_\_\_ Rent: \_\_\_ Co-op: \_\_\_  
# of Bedrooms: \_\_\_ Monthly Payment: \_\_\_\_\_

**Employment**-----

Applicant - Occupation & Employer: \_\_\_\_\_  
Work Phone: \_\_\_\_\_  
Partner/Spouse - Occupation & Employer: \_\_\_\_\_  
Work Phone: \_\_\_\_\_

**Other Household Members**-----

<u>Name</u>	<u>Birthdate</u>
_____	_____
_____	_____
_____	_____
_____	_____

**Financial Information**-----

Please list total **GROSS YEARLY** income from all family members with the exception of full-time students, this is *BEFORE* deductions. Include wages, alimony, interest dividends, EI, income assistance, pensions, but **EXCLUDE** child tax benefit and once only disability and insurance awards.

Applicant: \$ \_\_\_\_\_ Source of Income: \_\_\_\_\_

Partner/Spouse: \$ \_\_\_\_\_ Source of Income: \_\_\_\_\_

Other Family: \$ \_\_\_\_\_ Source of Income: \_\_\_\_\_

**TOTAL GROSS YEARLY INCOME:** \$ \_\_\_\_\_

continued on reverse.....

**References**-----

Current Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_

Previous Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_

**"Co-ops Need Active Members"**-----

Please indicate the skills, experience or interests that you and your family members are able to contribute:

\_\_\_\_\_  
\_\_\_\_\_

**Co-Operative Experience and/or Reasons for Wishing to Live in a Co-op**-----

\_\_\_\_\_  
\_\_\_\_\_

**Additional Information (Please use the following space to provide any additional information):**-----

\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_

I/we understand the need for, and agree to work voluntarily in the co-operative as required.  
I/we hereby certify that the information given in this application is true and correct in all respects, and agree to Hatley Park Housing Co-operative obtaining the information necessary to confirm the information herein.

Date: \_\_\_\_\_ Applicant Signature: \_\_\_\_\_

Partner/Spouse Signature: \_\_\_\_\_

Thank you for your application.

**PLEASE RENEW YOUR APPLICATION IN WRITING EVERY 6 MONTHS FROM TIME OF APPLICATION. APPLICATIONS NOT RENEWED WILL BE REMOVED FROM THE WAITLIST.**