

FRASER RIVER PLACE HOUSING CO-OPERATIVE

Application for Membership

Type of suite:

1 bedroom _____ 2 bedroom _____ 2 bedroom and den _____ 3 bedroom _____
3 bedroom and den _____

Applicant Information:

Last Name	First Name	Date of Birth
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Phone Number: Days	Cell	Evenings
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Email

Co-Applicant Information:

Last Name	First Name	Date of Birth
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Phone Number: Days	Cell	Evenings
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Email

Other Residents:

Last Name	First Name	Date of Birth	Relationship
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Last Name	First Name	Date of Birth	Relationship
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Last Name	First Name	Date of Birth	Relationship
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Applicant Information:

Current Address:

Street Address	City, Province	Postal Code
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Fraser River Place Housing Co-Operative – Application

How long have you lived at your current address? _____

Current Landlord Information:

Name	Address	Phone Number
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If you have lived in your current address less than 5 years, please provide your previous landlord's contact information.

Previous Landlord Information:

Name	Address	Phone Number
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Personal References: Please provide contact information for 3 personal references who are not relatives of yours.

Name	Relationship	Phone Number
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Name	Relationship	Phone Number
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Name	Relationship	Phone Number
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Employment History:

Current Employment:

Applicant:

Employer	Position	Duration
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Supervisor	Phone Number
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Co-Applicant:

Employer	Position	Duration
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Supervisor	Phone Number
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If you have been at your current employment less than 5 years, please provide your previous employment information.

Previous Employment:

Applicant:

Employer	Position	Duration
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Supervisor	Phone Number
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Co-Applicant:

Employer	Position	Duration
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Supervisor	Phone Number
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Vehicles: One underground stall provided

Type	Make/Model	Year
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Type	Make/Model	Year
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Pets: Two pets in total (cat/dog)

Type/Breed	Approximate size	Spayed/Neutered
Type/Breed	Approximate size	Spayed/Neutered

Participation:

Please describe your current volunteer activities:

Please indicate the committees you and your co-applicant would be interested in joining:

Maintenance _____ Social _____ Inspection _____
Grounds _____ Membership _____

Please indicate any skills or abilities that you and your co-applicant can bring to Fraser River Place:

DECLARATION OF UNDERSTANDING

I/We understand that only members of Fraser River Place Housing Co-operative may live in this Co-op and I/We apply for membership, as set out below.
I/We understand that there is a \$25 charge for conducting a credit check for the principal applicant on this application which we must supply at the time of our initial interview.
I/We understand that if the Co-op accepts us for membership and offers us a unit, I/We must buy a share purchase of **(\$2,500)** for the Principal Member and pay a fee of **\$10** for each Associate Member.
I/We declare that all information in this application is true, complete and accurate in every detail.
I/We give the Co-op permission to verify any or all of this information, and do a landlord check and a credit check.
I/We understand that acceptance of the membership depends on the Co-op obtaining satisfactory results from a credit check.
I/We that this declaration has the same force as an oath sworn under the Canada Evidence Act.

Fraser River Place Housing Co-Operative – Application

I/We agree that the Co-op may contact our current or previous Landlords for reference check(s).
If you have read, understand and accept the above policy, please sign below:

Applicant's Signature

Date

Co-Applicant's Signature

Date

All financial information provided will be kept separate from your application to limit access to your personal information.

You are asked to notify the Co-op in writing of any changes to the information provided in your application whether financial, household size, address and phone number changes, as they occur. Failure to do so could jeopardize the status of your application. Please address any changes, in writing to:

Attention: Membership Committee

530 Ginger Drive

New Westminster, BC V3L 5K8

**FRASER RIVER HOUSING CO-OPERATIVE
PERSONAL INFORMATION PROTECTION STATEMENT**

I/We agree that Fraser River Place Housing Co-op may keep the following information about me/us:

1. Financial information to set initial housing charges based on household income. If I/We do not qualify financially at present, the Co-op will destroy this information within one year of application.
2. Financial information yearly to set housing charge based on household income.
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.
5. Relationship of co-applicant(s) to applicant, dates of birth of applicant and all future applicants.
6. Date of birth and Social Insurance Number for purposes of conducting a credit check and report unpaid debts to a collection agency or credit bureau.

I/We agree that this personal information may be made available for the following:

- Co-op Auditor
- Employees of CMHC
- Co-op Lawyer
- Office Coordinator representing CANA
- Treasurer
- Board President and/or Secretary
- Finance Committee Chair
- Credit Check Agency
- Municipal Employees dealing with Home Owner Grant

I/We understand that Fraser River Place Housing Co-op will use this information to:

- Conduct a credit check and verify income before accepting my application.
- Determine my eligibility for housing and membership in the Co-op.
- Establish the size of the unit for my household, based on Co-op occupancy standards.
- Determine eligibility for supplementary Home Owners Grant.
- Comply with the Co-op's Operating Agreement with CMHC.
- Contact me about this application.

I/We understand that the Co-op will destroy any information that it no longer needs:

- 1 year after a decision has been made for credit checks and for any information on inactive applicants
- 7 years for financial information on members.

I/We have read and received a copy of this statement:

Applicant's Signature

Date

Co-Applicant's Signature

Date

FINANCIAL INFORMATION:

Credit and financial information is mandatory.

1. Report **ALL Gross Annual Incomes** before deductions.
2. List all sources of income in all categories (except Child Tax Benefits).
3. Include income of all household members who will reside in the unit.

Applications will not be processed without the most recent copy of official Notice of Assessment from the Canada Revenue Agency.

GROSS INCOME SOURCES	APPLICANT	CO-APPLICANT	OTHER
Employment Income			
Commissions included in the line above			
Other employment income			
Superannuation			
Employment Insurance and other benefits			
Interest and other investment income			
Rental income			
Support payments received			
Other income (specify)			
GROSS ANNUAL TOTAL			

FOR OFFICE USE ONLY:

Date received: _____

Meets minimum Annual Gross Income Requirements? Yes _____ No _____

Application fee paid? Yes _____ No _____

FOR COMMITTEE USE ONLY:

Interview Date: _____ Yes _____ No _____

BOARD DECISION:

Yes _____ No _____

Date: _____