

**37 Tecumseh Avenue West
London, ON N6J 1K8**

Administration #: 519-667-3328
Maintenance #: 519-667-4769
Fax #: 519-667-1345
Email: nithco-op@on.aibn.com

NATIVE INTER-TRIBAL HOUSING CO-OPERATIVE INC.

APPLICATION PROCEDURE

The Applicant will:

1. Applicants must reside in London to be eligible.
2. Complete the application form and return it to the office of NATIVE INTER-TRIBAL HOUSING CO-OPERATIVE.
3. Pay a \$15.00, non-refundable, application fee. (To be paid by cheque or money order only **and** enclosed with the application.)
4. Provide proof of income as per guidelines attached to the application form.
5. Provide proof of Native Ancestry. (copy of status card or letter from band office)
6. Attend an Information Session on Co-operative housing.
7. **Contact the office immediately to provide updates to the application information** – change of phone number, address, email, size of family. If you move and/or change phone numbers & the office is unable to contact you, the application will be removed from the list.
8. The application is considered ‘active’ as of the date **ALL the required information is on file.** The application will be date stamped upon receipt of full completion as required.
9. **Content Insurance:** All Co-op members are required to have a content insurance policy for the unit. Confirmation of the content insurance policy is required on an annual basis.

The Membership Committee, Board of Directors, and/or Admin Staff of Native Inter-Tribal Co-op will:

1. Conduct a credit and reference check (access to confidential information will be firmly restricted by the Co-op.)
2. Conduct an interview of the applicant(s).
3. Recommend acceptance or rejection of applicant(s) to the Board of Directors.

Please indicate the # of bedrooms you are requesting for housing: _____

LANDLORD REFERENCE

Landlord's Name & Telephone #

Landlord's Name & Telephone #

If less than 2 years, give previous Landlord's Name & #

If less than 2 years, give previous Landlord's Name & #

Present Rent _____

Present Rent _____

Includes Utilities? _____

Includes Utilities? _____

May we use your Landlord as a reference?

May we use your Landlord as a reference?

If not, why? _____

FINANCIAL AND EMPLOYMENT INFORMATION

The following financial information is required by The Co-operative. The confidentiality of your individual response will be protected as much as possible by the Co-op. All applicants are also required to submit adequate income verification with this application (see attached schedule for appropriate verification).

Applicant

Occupation: _____

Employer: _____

Phone #: _____

Co-applicant

Occupation: _____

Employer: _____

Phone #: _____

Other sources of income (list source or indicate source of income if not presently employed):

Driver's License # _____

Driver's License # _____

Social Insurance # _____

Social Insurance # _____

I/We understand that to be eligible to occupy a housing unit, I/we must become a member of The Native Inter-Tribal Housing Co-operative Inc., and sign The Occupancy Agreement. I/We support The Co-operative principles and am/are interested in becoming a member.

I/We understand that this application **MUST** be accompanied by the following:

- a) A **\$15.00** application fee per household. This application fee will **not** be refundable;
- b) Income verification in the form requested by the Co-operative for each member of the household who receives an income;
- c) Proof of Native Ancestry for a minimum **50%** of the household.

I/We understand that The Native Inter-Tribal Housing Co-operative Inc. is formed for the purpose of providing housing at cost to its members and that membership includes the responsibility to participate in the management of the Co-operative.

I/We understand the accommodation in The Native Inter-Tribal Housing Co-operative Inc. depends on being accepted for membership into the Co-operative and that I/We will be interviewed for membership at a later date.

I/We declare that all the information in this application is correct and hereby authorize The Co-operative to verify any or all of the information contained herein, and to perform a credit check.

Applicant:

Co-applicant:

Signature: _____

Signature: _____

Date: _____

Date: _____

Please make your cheque or money order payable to:

Native Inter-Tribal Housing Co-operative

Please return your completed application to:

**Native Inter-Tribal Housing Co-operative
37 Tecumseh Ave. West
London, ON
N6J 1K8**

Notes: Completed applications are not accepted by email. The original is required by the office.

Applicants must have a London, ON (in city limits) address for a minimum of one year to be eligible for membership consideration. This is in accordance with the Co-op's Federal Government Operating Agreement Requirements.

The Co-op requires members to have Content Insurance for their unit. Proof of a current content insurance policy is required upon unit approval; and annually thereafter.