



## **Rent-Geared-to-Income Housing Update Form**

The attached form must be completed in full and returned to:

**The District Municipality of Muskoka**  
**70 Pine Street, Bracebridge, Ontario P1L 1N3**

**Phone: 705-645-2412 Ext. 4960**  
**Fax: 705-645-4272**

You may also return this form to any of The District Municipality of Muskoka (District of Muskoka) Community Service Hubs which are listed below.

### **1. Eligibility Rules**

To be eligible for Rent-Geared-to-Income (RGI) housing, you must meet all of the following conditions:

- All members of the household must be a Canadian citizen, Landed Immigrant, Refugee or Refugee Claimant.
- No member of the household is currently under a deportation, departure or exclusion order to leave Canada.
- At least 1 person in your household must be 16 years of age or older.
- No member of the household owes money to any social housing provider.
- No member of the household has been convicted of an offence in relation to RGI assistance or found by a court of law or the Landlord and Tenant Board to have misrepresented their income for the purpose of RGI assistance.
- Your income and assets must be within the allowable limits.
- If you own a house or rental property, you must agree to sell it or terminate the lease within 180 days of being housed.
- You must be able to live independently, and make your own arrangements for support services.

### **2. Additional Information**

- You must report any changes to this information directly to the District of Muskoka Housing office.
- You must update your application at least once per year.
- Failing to provide updated information will result in the cancellation of your file.
- You are only entitled to 1 offer of RGI housing. If you refuse the offer, your application will be cancelled.
- The system for selecting households is based on the date of your application.
- Urgent status may be given to your application if you have a life-threatening or terminal illness made worse by your current living situation or your personal safety is threatened.

**3. Applications or update forms can be picked up and dropped off at any of the locations listed below:**

**District of Muskoka, 70 Pine Street Bracebridge P1LN3**

**Gravenhurst Community Services Hub, 141 Main Street Gravenhurst P1P 1K1**

**Huntsville Community Services Hub, 1 King William Street Unit #5, Huntsville P1H 1G7**



**Rent-Geared-to-Income Housing Update Form**

**Tenants who enter into leases after January 1, 2018  
will not be permitted to smoke in the rental unit.**

RETURN BY: \_\_\_\_\_

**1. APPLICANTS**

Name(s) of applicants: all household members over 16 years of age

\_\_\_\_\_ D.O.B. \_\_\_\_\_ SEX \_\_\_\_\_ S.I.N. \_\_\_\_\_  
\_\_\_\_\_ D.O.B. \_\_\_\_\_ SEX \_\_\_\_\_ S.I.N. \_\_\_\_\_  
\_\_\_\_\_ D.O.B. \_\_\_\_\_ SEX \_\_\_\_\_ S.I.N. \_\_\_\_\_

Further Information  
will be required  
if you are adding a  
new applicant/  
spouse

Name(s) of children under 16 years of age

\_\_\_\_\_ D.O.B. \_\_\_\_\_ SEX \_\_\_\_\_  
\_\_\_\_\_ D.O.B. \_\_\_\_\_ SEX \_\_\_\_\_  
\_\_\_\_\_ D.O.B. \_\_\_\_\_ SEX \_\_\_\_\_

Copies of Birth  
Certificates are  
required for all  
**NEW** dependents

If you have not already done so, please provide a copy of your most current custody documentation.

Is a baby expected?  Yes  No If yes, date expected: \_\_\_\_\_

**2. ADDRESS AND CURRENT LIVING CONDITIONS**

Current Address (Street Name, P.O. Box No., Town and Postal Code): \_\_\_\_\_ Current Phone Number(s): \_\_\_\_\_

Is this a social housing provider? Yes No  
If Yes, reason for move: \_\_\_\_\_

Has anyone on the application ever lived with a social housing provider? Yes No

If yes, please provide address:  
\_\_\_\_\_

Text/Email (if you wish us to contact you by email): \_\_\_\_\_

Mailing Address if different from above: \_\_\_\_\_

**IMPORTANT: Alternate Contact (where we can leave a message with someone who can reach you)**

Please ensure you have provided us with an alternate contact person and phone number. If we are unable to reach you at the phone number(s) you have provided for yourself, we will leave a message with your alternate contact person.

**Current Accommodations (check one)**

Own Home \_\_\_\_\_ Value of Home \$ \_\_\_\_\_ Mortgage amount \$ \_\_\_\_\_ # of bedrooms \_\_\_\_\_

Rent House \_\_\_\_\_ Rental amount \$ \_\_\_\_\_ # of Bedrooms \_\_\_\_\_

Rent Apartment \_\_\_\_\_ Rental amount \$ \_\_\_\_\_ # of Bedrooms \_\_\_\_\_

Rent Room \_\_\_\_\_ Rental amount \$ \_\_\_\_\_ # of Bedrooms \_\_\_\_\_

Do you require ground floor accommodation? Yes No

Do you use a wheelchair or walker or other device? Yes No

Are you currently homeless? (Living in a shelter, non-insulated cabin or trailer, facilities without running water, car or tent.) If yes, please provide details below.

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**3. INCOME AND ASSETS**

Please indicate the following information for all Household Members over 16 years of age according to the Notice of Assessment from Canada Revenue Agency (CRA):

**INCOME:**

Name of Applicant	Line 15000	Line 23600	Year
Applicant #1			
Applicant #2			
Applicant #3			

**ASSETS:**

To be eligible for RGI, you cannot have assets of more than \$50,000 if you are a single person or more than \$75,000 if you are a family.

Some assets are not considered. These include personal items such as clothing and furniture, vehicles, a Registered Retirement Savings Plan (RRSP), and income from a Registered Disability Savings Plan (RDSP).

Applicants who own property, will be asked to provide a written appraisal of the property prior to being made an offer for housing.

Depending on the type of property, applicants will be expected to sell the asset within 180 days.

**ASSETS – VALUE**

<b>STATEMENT OF ASSETS</b>	<b>Applicant # 1</b>	<b>Applicant # 2</b>	<b>Applicant # 3</b>	<b>Others on Application</b>
Bank, Trust Company, Credit Union and Any Other Accounts				
Stocks, Bonds, GICs, Debentures and Other Securities/ Certificates				
RRSPs, Annuities				
Rent Revenue				
Business Assets (e.g. partnership, franchise, self-employment, etc.)				
Monies Owed to You (over \$500.00)				
Assets Transferred				
Value of Real Estate Owned (e.g. Building, Trailer, Farm, Land)				
Other Assets (Specify)				
<b>Total Assets</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>


#### 4. HOUSING PREFERENCES

You may select as many locations as you wish, however, applicants will only be added to the Central Wait List for buildings for which the household qualifies.

**Seniors** - Persons 65 years of age or older.

**Adult** - One Bedroom Adult Apts.

**Families** - Adults with one or more children may apply for Family Buildings.

Address	Provider	Tenant Type	Building Type	Elevator		1 bedroom	2 bedroom	3 bedroom	4 bedroom
<b>BRACEBRIDGE</b>									
TH = Townhouse APT = Apartment									
124 Alice Street	District of Muskoka	Adult	APT	√	1				
22 Aubrey Street	District of Muskoka	Adult	APT						
3 & 5 Wellington Court	District of Muskoka	Family	TH						
100 Oakwood Heights	Muskoka Municipal Non Profit Housing	Senior	APT	√	1	2			
200 Oakwood Heights	Muskoka Municipal Non Profit Housing	Senior	APT	√					
200 Oakwood Heights	Muskoka Municipal Non Profit Housing	Non Senior	APT	√					
Cambrian Court	Muskoka Municipal Non Profit Housing	Family	TH						
<b>GRAVENHURST</b>									
845 & 865 Bethune Drive	District of Muskoka	Adult	APT						
915A-995C Bethune Dr. S	District of Muskoka	Family	TH						
815-887A Pinedale Rd.	District of Muskoka	Family	TH						
175 Lofty Pines Drive	Muskoka Municipal Non Profit Housing	Senior	APT	√					
125 Lofty Pines Drive	Muskoka Municipal Non Profit Housing	Family	TH						
285 Ridge Rd. The Ridge,	Muskoka Municipal Non Profit Housing	ALL	TH		1	2			
220 Winewood Avenue	Bethune Housing Co-op	ALL	APT	√	1	2	3		
<b>HUNTSVILLE</b>									
114 Brunel Rd.	District of Muskoka	Adult	APT						
14 Meadow Park Drive	District of Muskoka	Adult	APT	√					
16 Meadow Park Drive	District of Muskoka	Adult	APT						
18A-22B Meadow Park Drive	District of Muskoka	Family	TH						
2 Sabrina Park Drive	Muskoka Municipal Non Profit Housing	ALL	APT	√	1 BD				
Trinity Townhouses 1 Iris St.	Bayshore Property Management	Family	TH		2 BD				
Legions Seniors Manor 22 Walter Street	Bayshore Property Management	Senior	APT	√	1 BD				
<b>MACTIER</b>									
11 Yonge Street	MacTier and District Community Housing	ALL	APT		1 BD				

**5. ADDITIONAL COMMENTS (OPTIONAL)**

Please provide any additional comments that you feel are pertinent to your application:

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**6. CERTIFICATION**

I/We hereby certify that the information we have provided is true and complete to the best of our knowledge.

**Any household members 16 years of age or older must sign.**

**Applicant #1**

Print name: \_\_\_\_\_

Signature: \_\_\_\_\_

**Applicant #2**

Print name: \_\_\_\_\_

Signature: \_\_\_\_\_

**Applicant #3**

Print name: \_\_\_\_\_

Signature: \_\_\_\_\_

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