



Housing Application Update Form (Rent-Geared-to-Income)

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.

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

STATEMENT OF ASSETS	Applicant # 1	Applicant # 2	Applicant # 3	Others on Application
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)				
Total Assets	\$	\$	\$	\$

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
BRACEBRIDGE 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						
GRAVENHURST									
845 & 865 Bethune Drive	District of Muskoka	Adult	APT						
915A-995C Bethune Dr. S	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		
HUNTSVILLE									
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						
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				
MACTIER									
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:

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: _____