



**Kinew Housing Inc.
394 McGregor Street
Winnipeg, MB R2W 4X5**

KINEW HOUSING APPLICATIONS

Incomplete applications will not be accepted. Make sure that you provide all necessary information. You must also provide copies of the following documents with your application:

- **Option C – Proof of Income Statement from Revenue Canada**, if you do not have one call Revenue Canada for your copy 1-800-959-8281
- **Current Income Documents**, examples:
 - If working, 3 months' worth of current paystubs
 - If on EIA, Budget Letter dated within the last 3 months
 - If you're a Student, Band Sponsorship Letter or Student Aid Letter
 - If on Pension, either Pension Letter, CPP & OAS Monthly statement
 - If on Employment Insurance (EI), Printout of Latest Claim.
- **Copy of Manitoba Health Card**
- **Copy of Government Issued Photo ID** (Driver's License, Treaty/Status Card.)
- **We will need 1 Landlord Reference and 1 Support Letter**, examples:
 - Letter from previous or present landlords
 - Letter of support from Chief & Counsel Housing Portfolio representatives
- **If you do not have a Landlord Reference, you will be directed to take the Rent Smart Basics course that is offered at Kinew Housing Inc.**
- **Current utility bill from MB Hydro** showing that you are in good standing and don't owe any outstanding balances or a Credit Reference letter stating you can get service in your name if offered a house. If you haven't had a bill in a while, you will need to provide a History Statement of your past account.

PLEASE NOTE:

**Do not call our office regarding your application.
We will call you when a suitable house becomes available.**

Kinew Housing does not have emergency housing.

We have a NO PET POLICY

When updating your information for your application, send it to us in writing or by email kinew@kinewhousing.ca. Updates will not be made over the phone.

Application documents must be updated every 6 months. Applications will only be kept on file for a period of one year if not updated.

When all boxes are checked this application is to be considered complete.

Kinew Housing Inc.
394 McGregor Street
WPG. MB. R2W 4X5
TEL 204-956-5093 FAX 204-943-0226

OFFICE USE ONLY:
DB# _____

****INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED****

Date: _____

PLEASE PRINT

Applicants full name: _____

firstmiddlelast

Maiden name: _____

Spouses full name: _____

firstmiddlelast

Maiden name: _____

Phone # _____ or leave message at _____

Email Address: _____

Present address : _____ How Long? _____

Present landlord : _____ Phone Number _____

Size of family _____ # of persons Size of unit requested _____ # of bedrooms

Circle which area you would prefer to live: **limit 3**

- 1☐ - Central

4☐ - East Kildonan

7☐ - Point Douglas

10☐ - River Heights

13☐ - West Kildonan

2☐ - North End

5☐ - Fort Rouge

8☐ - Tyndall Park

11☐ - Weston

14☐ - Elmwood

3☐ - Maples

6☐ - West End

9☐ - Transcona

12☐ - Garden Grove

15☐ - Anywhere

Are you working: _____ Are you on Social Assistance: _____ Student Assistance: _____

Name of Worker: _____ Case Number: _____

What office: _____ Telephone: _____

Two of the following are required:
Manitoba Medical No. _____ Government Issued ID _____
Example: (drivers license, treaty/status card, MPI Manitoba identification card)

Please provide the following information regarding yourself and family.			
Name	Date of Birth	Relationship	Monthly Income

You will be required to provide proof of custody, guardianship, or confirmation by CFS of foster children.
Please read carefully: details of income received by you and any member of the family living with you **MUST BE REPORTED**. Income from salaries, wages, pensions, employment insurance, sick benefits, compensation, commissions, fees, agreements, part time etc... Must be reported in full **DO NOT REPORT CHILD TAX CREDIT**
Failure to report all information or giving false information may lead to cancellation of this application or the loss of tenancy if discovered after you have moved in.

Monthly rent at present address: _____ How many bedrooms _____

Does it include Heat ☐ Hydro ☐ Water ☐ Fridge ☐ Stove ☐

Furnished ☐ Unfurnished ☐

Please state reason for applying to for Kinew Subsidized Housing? Check the following that apply:
Cannot afford present rent ☐ House too small/big ☐

House in bad need of repairs ☐ Area not suitable ☐

Other _____

Please list other reasons you feel may help with your application:

THE FOLLOWING MUST BE COMPLETED BEFORE YOUR APPLICATION WILL BE PROCESSED!

Previous addresses (last 3 years) Please provide Name and Telephone numbers of Landlords.

1. _____ from _____ to _____
Landlord Name _____ Telephone _____
Do you have a lease? _____ Is notice required? _____ How much notice? _____
Reason for vacating? _____

2. _____ from _____ to _____
landlord name _____ telephone _____

3. _____ from _____ to _____
landlord name _____ telephone _____

Name and Address of Employer	From - To	Position	Reference

References: _____
Rentals, Etc. _____
Rent Smart Certificate: _____
Have you or your spouse ever rented from Kinew Housing? _____ When? _____
What address? _____

In case of emergency, whom could we contact (we must have a contact person)
Name: _____ Address: _____
Telephone: _____ Relationship: _____

I declare that I and/ or my legal dependants are of indigenous ancestry, being:

Treaty/Status ☐, Metis ☐, Inuit ☐. _____

Signature of Applicant

I/We hereby declare that the foregoing information is true and complete. I/We understand that any false information may result in the refusal of My/Our application. I/We hereby consent to a reference check, credit check and personal investigation.

Applicant Signature

Applicant Signature

Housing Representative

Your application will be filed and processed as soon as possible. Due to the number of applications that we receive it may be as long as six months before we process your application. Please do not call regarding your application. We will call you when a suitable house becomes available. If you have any contact information changes such as phone number or change in size of family you can send them in writing or by email to our office and we will add it to your application. Your application documents must be updated every 6 months. Applications will only be kept on file for a period of one year if not updated. This application is not an agreement to provide you with housing.

****YOU MUST ATTACH THE FOLLOWING TO COMPLETE YOUR APPLICATION:**

☐ - Copy of Option C- Proof of Income Statement from Revenue Canada for current tax year

☐ - Copy of Current Income Documents (Ex. 3 Paystubs, Budget Letter from EIA, etc.)

☐ - Copy of Manitoba Health Card and Piece of Photo Identification

☐ - We will need 1 landlord reference or copy of rental agreement and 1 supporting letter

☐ - Copy of current utility bill from MB Hydro or Credit Reference letter stating you can get service

****YOUR APPLICATION WILL NOT BE ACCEPTED WITHOUT THESE DOCUMENTS****

Tenant Application