

MARKET RENT HOUSING APPLICATION



What is Market Rent Housing?

Market Rent Housing is for people who have a low to moderate income and are looking for an affordable long-term tenancy. This application is used by housing providers who belong to The Housing Registry and manage buildings with Market Rent units. These units are known as affordable housing, below-market, or lower-end of market housing. Rents are equal to, or lower than, average rents in the private market.

This application is for Market Rent units only and is not an application for subsidized housing. Market rent is fixed and is not based on amount of income or income source. Applicants who wish to apply for a subsidized unit, where rent is based on income, should complete a Housing Registry Application Form. If you already have an active application with The Housing Registry, this form will be used to update your file to reflect interest in Market Rent units.

Who is Eligible?

Anyone can apply for Market Rent Housing through The Housing Registry. However, housing providers may have specific requirements, such as:

- Demonstrated ability to pay the market rent
- Ability to provide positive landlord, personal, professional and/or character references.

Housing providers use The Housing Registry database, managed by BC Housing, to review applications as units become available. Housing Providers will complete additional checks to assess household's ability to uphold the obligations of a tenancy agreement. These may include:

- Requesting updated information on household members and income
- Conducting reference checks and personal interviews, credit check and/or criminal records checks
- Gathering information from public sources such as Court Services Online and police websites.

Applicants selected for a tenancy will be required to sign a tenancy agreement and may be subject to periodic income reviews. Additional requirements, charges, policies and addendums may apply, such as parking and laundry fees, crime-free housing and smoke-free addendums, pet policy and pet deposit, damage deposit and tenant insurance.

How Do I Apply for Market Rent Housing?

- Step 1: Check if you are eligible by visiting our website at <http://www.bchousing.org/market-rent-housing>.
- Step 2: If applying to Market Rent buildings on The Housing Registry, complete and sign the application form. Please apply directly to those Market Rent buildings that do not use The Housing Registry.
- Step 3: Submit your Market Rent Housing application. Once your application is processed, you will receive a confirmation letter advising your application status.
- Step 4: Housing Providers will contact only those applicants who are being considered for a unit and may request additional information and/or consent such as income proof and consent for a credit check.

Submit application:

Online: www.bchousing.org/PUF
Note: Select "Housing Registry" for the program type

By Mail: Market Rent Housing
101 – 4555 Kingsway
Burnaby, BC V5H 4V8

Contact Us:

Mail: Market Rent Housing
101 – 4555 Kingsway
Burnaby, BC V5H 4V8

Phone: Lower Mainland 604 433-2218
Toll-Free in BC 1-800 257-7756

www.bchousing.org/market-rent-housing



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PLEASE PRINT CLEARLY

Attach additional pages if required.

FOR OFFICE USE ONLY

File #:

Received Date:

If you have a Housing Registry file, please enter the file number here:

1. Applicant Information

List yourself and all potential household members for Market Rent Housing. If required, attach a separate sheet with additional names. If any individuals listed do not live in the household at least 40% of the time, please attach additional documentation/explanation.

Last Name	First Name(s)	Relationship to Primary Applicant	Date of Birth (dd/mm/yyyy)	Gender Identity
		<i>Primary Applicant</i>		

2. Contact Information

Name	Cell phone	Other phone	Email
Name	Cell phone	Other phone	Email
Optional: Name of person/organization for messages			Message person phone
Optional: Authorized contact* name and relationship to you			Authorized contact phone

* By providing an authorized contact, you are giving permission for The Housing Registry and its members to exchange information with that authorized contact to maintain and update your application. To remove an authorized contact, please contact The Housing Registry.

3. Residential Address

Apt #	Street #	Street Name	City	Prov	Postal Code
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Mailing Address (if different from Residential Address)

Apt #	Street #	Street Name	City	Prov	Postal Code
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4. OPTIONAL HOUSEHOLD QUESTIONS:

4a. Does any household member identify as being an Indigenous person of Canada? Yes No

This optional question collects data for planning and reporting purposes and does not impact eligibility. In addition, some Housing Providers with an Indigenous focus may give priority to applicants who have identified as being an Indigenous person of Canada.

4b. Would you be willing to pay higher rent for a unit with a spare bedroom? Yes No

By selecting Yes, you can be considered for units where the number of bedrooms is more than the minimum required by your household.

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5. Residential History and References

5a. Please provide information on where you/co-applicants have lived during the last five years.

Current Address (apt/building #, street, city)		Landlord Name	Landlord Phone
From (mm/yyyy)	To (mm/yyyy)	Reason for Leaving	
Previous Address (apt/building #, street, city)		Landlord Name	Landlord Phone
From (mm/yyyy)	To (mm/yyyy)	Reason for Leaving	

5b. Character References (Optional)

You may include optional character references that have observed your character over a reasonable amount of time. Examples of character references: employer, past employer, pastor, outreach worker, and health worker.

Reference Name/Organization	Relationship to you	Reference Phone Number

6. Income Information

List all current income sources for all adults (aged 19 and older). Please provide Gross Monthly Income before deductions. *Proof of income may be requested at time of consideration for a unit.*

Household Member Name	Income Source (employment, EI, pension, etc.)	Gross Monthly Income
		\$
		\$
		\$
		\$
Total Gross Monthly Income for household:		\$

7. Asset Information

What is the total value of assets for all adults (aged 19 and older)?	\$
<p>Include: Cash; stocks; bonds; GICs, term deposits; mutual funds; real estate equity (net after mortgage); business equity in a private incorporated company (including real estate equity), TFSAs, cryptocurrency.</p>	<p>Do not include: Personal items such as jewelry, vehicles, furniture; bursaries or scholarships from educational institutions for any household member who is a current student; RRSPs, RESPs, RDSPs, RRIFs.</p>

8. Move Date

8a. What date do you have to move by? <i>If no specific date, print "N/A" in the Move Date field.</i>	Move Date (dd/mm/yyyy)
8b. If a vacancy does not become available, do you want your application to stay active after your move date?	
<input type="checkbox"/> Yes. I understand that it is my/our responsibility to contact The Housing Registry at least every 6 months or immediately if any of my/our information changes (e.g., household, contact information, income, etc.).	
<input type="checkbox"/> No. I understand that my/our application will be cancelled without notice after my Move Date passes.	

9. Other Housing Preferences

9a. Does any household member use a wheelchair in the home?	<input type="checkbox"/> Yes <input type="checkbox"/> No																				
9b. Please list any other considerations that housing providers should be aware of, such as floor/stair restrictions or elevator requirement. Note that special requirements may limit the number of units that you are eligible for.																					
<hr/> <hr/>																					
9c. Are you willing to sign a non-smoking agreement?	<input type="checkbox"/> Yes <input type="checkbox"/> No																				
9d. Are you willing to accept a building that does not have reserved parking?	<input type="checkbox"/> Yes <input type="checkbox"/> No																				
9e. Animals/Pets:																					
I/We have a registered Guide Dog / Seeing Eye Dog <i>(Proof of guide dog accreditation may be required.)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No																				
I/We have one or more pet(s) including therapy animal(s)	<input type="checkbox"/> Yes <input type="checkbox"/> No																				
<i>Please provide the following information for all pets in the household (do not include registered guide dogs or seeing eye dogs). Note that housing providers may have restrictions on animal types, breeds, quantities and/or eligible floors.</i>																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Type</th> <th style="width: 10%;">Quantity</th> <th style="width: 40%;">Willing to Rehome?</th> <th style="width: 40%;">Notes</th> </tr> </thead> <tbody> <tr> <td>Dog(s)</td> <td></td> <td><input type="checkbox"/> Yes <input type="checkbox"/> All but one <input type="checkbox"/> No</td> <td>Breed(s):</td> </tr> <tr> <td>Cat(s)</td> <td></td> <td></td> <td>Breed(s):</td> </tr> <tr> <td>Other</td> <td></td> <td></td> <td>Describe:</td> </tr> <tr> <td>Other</td> <td></td> <td></td> <td>Describe:</td> </tr> </tbody> </table>		Type	Quantity	Willing to Rehome?	Notes	Dog(s)		<input type="checkbox"/> Yes <input type="checkbox"/> All but one <input type="checkbox"/> No	Breed(s):	Cat(s)			Breed(s):	Other			Describe:	Other			Describe:
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10. Where do you want to live?

Option #1: Market Rent Buildings that use The Housing Registry

From the Housing Listings, list "The Housing Registry Code" for each of the Market Rent buildings you are interested in (e.g., 190, ABD). Please attach additional page if you need more space.

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Option #2: Cities or Towns

From the Housing Listings, list the cities/towns you would like to live in (e.g., Burnaby, Kelowna). Please ensure that there is at least one Housing Registry building in each city/town requested.

Use the Housing Listings to identify the specific building(s) that you are interested in. The Housing Listings provide details about each building including The Housing Registry Code (for Housing Registry buildings) and contact information for buildings that are not part of The Housing Registry. Please apply directly to buildings that are not part of The Housing Registry.

The Housing Listings are available at: <https://www.bchousing.org/housing-assistance/rental-housing/housing-listings>

Online Housing Listings: To show buildings with market units, please select your desired community and then select the "Below market rental" checkbox under Housing Type to refine your results.

Printed Housing Listings: To request a physical copy sent by mail, call our office at 604 433-2218 (in the Lower Mainland) or 1-800 257-7756 (toll-free in BC).

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PLEASE READ AND SIGN THIS DECLARATION

I/We declare:

- This is my/our application; and,
- All the information in it is correct and complete to the best of my/our knowledge.

I/We permit:

- The Housing Registry and its members to make any inquiries that are necessary to verify the information given in this application;
- Any person, corporation or social agency to release to The Housing Registry any information pertinent to the assessment of my/our application;
- Members of The Housing Registry to receive and exchange with credit bureaus and my/our previous landlords' credit and other tenancy information about me/us, to be used in the decision-making process to provide me/us with housing;
- Ministry of Social Development and Poverty Reduction to release information to The Housing Registry regarding my/our income;
- In accordance with section 33.2 (a) of the Freedom of Information and Protection of Privacy Act, the information on this application may be shared with members of The Housing Registry to assess my/our eligibility for housing.

I/We acknowledge and understand that:

- This application is not an agreement on the part of The Housing Registry or its members to provide me/us with housing;
- This application is only for market rent units and is not an application for subsidized (rent-geared-to-income) housing;
- If I/we wish to apply for a subsidized unit, I/we must meet eligibility requirements and provide additional information and documentation to The Housing Registry to convert my/our application into an application for subsidized housing;
- If I/we already have an active application with The Housing Registry, this form will be used to update my/our file to reflect my/our interest in Market Rent units;
- Upon an available unit, housing providers will gather additional information to assess my/our ability to uphold the obligations of a tenancy agreement and it is my/our responsibility to provide or cause to be provided information requested to assist with this assessment;
- It is my/our responsibility to tell The Housing Registry of any changes to the information given in this application and to provide any supporting materials required;
- False information given by me/us may result in my/our application being cancelled from consideration;
- If/we have deliberately worsened my/our current housing situation (e.g., terminated a tenancy for no reason), my/our application may not be accepted, or my/our current living situation may not be taken into consideration;
- I/We authorize agencies or individuals to provide whatever such information they may have to BC Housing relative to an assessment of this application.

This declaration must be signed by all household members aged 19 and older.

Print Name of Applicant	Signature of Applicant	Date
Print Name of Applicant	Signature of Applicant	Date
Print Name of Applicant	Signature of Applicant	Date
Print Name of Applicant	Signature of Applicant	Date

Purpose of this form: This form collects personal information for contact purposes and to determine eligibility for Market Rent Housing. The information is collected in accordance with section 26(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your information, please call 604-433-1711 and ask to speak to BC Housing's Privacy Officer or write to Privacy Officer, BC Housing, 1701 - 4555 Kingsway, Burnaby, BC, V5H 4V8.