

APPLICATION CHECKLIST

NOTE: We cannot process your Assisted Homeownership Application if required documentation is missing.

YOU MUST ATTACH PROOF OF ALL SOURCES OF INCOME TO THIS APPLICATION.

The following information must be attached to your completed Assisted Homeownership Application:

- Mortgage Pre-qualification
Attach verification from a financial institution that you qualify for a mortgage (if needed). If you require a mortgage, go to your bank or a mortgage lender and talk to someone to see if you qualify for a mortgage. If you do not qualify, you cannot apply for homeownership assistance.
- Citizenship
Applicant(s) will need to be registered on title. Attach copies of birth certificate (s) or Status card(s) to ensure that applicants are eligible.
- Proof of Age
For applicant(s) to be registered on title (over the age of 18), attach copies of proof of birth date, if not included above.
- Photo Identification
For applicant(s) to be registered on title attach a photocopy of **one piece of photo ID**; front and back. (e.g. driver's license, Status Card, passport).
- Income
For each Aboriginal Family/Household member (excluding children and non-occupant guarantor(s)), attach copies verifying sources and amount of all income.
- Notice of Assessment
Attach a copy of your 2009 Notice of Assessment from Canada Revenue Agency for each applicant and person over the age of 18 in the household. If you do not have your Assessment, visit your local office or to go www.cra.gc.ca for more information. Individuals not receiving a Notice of Assessment from Canada Revenue Agency should submit all of their T4 and income slips.

Please attach the following if applicable:

- Arrears
Attach copy of repayment plan if you owe money to a community housing landlord.
- Canada Child Tax Benefit Notice
(including Ontario Child Benefit, National Child Benefit Supplement)
To show payment period of 2009, please attach your Base Year 2007, and Base Year 2008 Canada Child Tax Benefit Notice. If you do not have copies please call Canada Revenue Agency at 1-800-387-1193 and request they be sent to you. (If applicable)
- Universal Child Care Benefit Notice
To show payment period of 2009, please attach your Base Year 2007, and Base Year 2008 Universal Child Care Benefit Notice. If you do not have copies please call Canada Revenue Agency at 1-800-387-1193 and request they be sent to you. (If applicable)
- Ontario Child Care Supplement for Working Families
Please provide a copy of your 2009 Entitlement Notice (if applicable).