



# Kiwaniis North Shore Housing Society

## Re: Housing Application to Kiwanis North Shore Housing Society

Dear Applicant,

Thank you for your interest in the Kiwanis North Shore Housing Society. We provide independent living apartments at below-market rates for seniors on the North Shore.

We invite you to apply for a suite in one of our eight buildings. The demand for below-market rental units is high, and at the present time Kiwanis is fully occupied. Once your application has been received, evaluated, and accepted, we will add your name to the waitlist until a unit in your selected building becomes available. Unfortunately, we are not able to predict how long it may take before a suite becomes vacant. This depends on factors that are outside the control of Kiwanis.

To qualify for housing with Kiwanis, you will need to meet the following criteria. The income and asset limits will need to be met throughout the entire length of tenancy.

### Eligibility Criteria:

- Capable of living independently without need for services provided by the Landlord, non-smoker, and 55 years or older (**except for Lynn Manor - 65 years and older and Lynn Woods – 60 years and older for RGI Deep Subsidy units**).
- Resided in British Columbia for at least 12 months at the time of application.
- Gross Income less than \$82,310 (this figure is for applications in 2023) for the household (single persons or couple). This figure is subject to change as the 'Low and Moderate Income Limits', determined by BC Housing, are updated annually.
- Assets not exceeding \$500,000.
- **Copies** of your Notice of Assessments issued by CRA and tax return summary pages showing your types and amount of income for the **previous two years** and Bank Statements for the **previous three months** must be attached to your housing application form.
- Proof of tenant's insurance that must include a general insurance liability clause of \$1,000,000 is required at move-in (KNSHS can assist you with this).
- Preference is given to North Shore residents.
- Pets are not allowed.
- ALL Kiwanis properties are non-smoking.

You will find the Housing Application Form attached. Please note that we can only process applications that provide **all information** and have the required Notices of Assessment with tax return summary pages and bank statements attached. Completed applications should be mailed to Kiwanis North Shore Housing Society at the address shown on the attached housing application form.

Best regards,

Your Kiwanis Team



# Kiwaniis North Shore Housing Society Housing Application Form

**Accommodation Being Applied For:**

Studio: \_\_\_\_\_ One Bedroom: \_\_\_\_\_

Applicant's Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Birth date day/month/year \_\_\_\_\_

Co-Applicant's Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Birth date day/month/year \_\_\_\_\_

**Present Address:**

Apartment # \_\_\_\_\_ Street/Avenue: \_\_\_\_\_

Town/City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Tel # home: \_\_\_\_\_ Cell: \_\_\_\_\_ Email \_\_\_\_\_

Resident in BC for \_\_\_\_\_ Resident on North Shore for \_\_\_\_\_  
(# of years/month) (# of years/month)

Is parking required? Yes \_\_\_ No \_\_\_ (no parking for Trucks or large SUV's available)

Do you own residential property? Yes \_\_\_ No \_\_\_ If yes, please provide further details.

Do you or your spouse smoke? Yes \_\_\_ No \_\_\_ BC Housing Registry # \_\_\_\_\_

Does any member of your household (Applicant or Co-Applicant) have a disability requiring special housing? Please describe (e.g., use of wheelchair or other mobility aids):  
\_\_\_\_\_

Current monthly rent \$ \_\_\_\_\_ Current average monthly utilities \$ \_\_\_\_\_

Current Landlord \_\_\_\_\_  
(Name and phone number) (from date to date)

Reason for leaving \_\_\_\_\_

Previous Landlord \_\_\_\_\_  
Name and phone number (from date to date)

Note: In order to establish your eligibility for Kiwanis housing, full disclosure of financial information is required. Please enclose copies of last **3 months' bank statements** and copies of the last recent **two Notices of Assessments issued by Canada Revenue Agency (CRA) and tax return summary pages showing types and amounts of income** for each household member with your application.

**Annual Household Income:**Your annual income as reported in the attached **two Notices of Assessments from CRA:**

\$ \_\_\_\_\_ for year \_\_\_\_\_ and \$ \_\_\_\_\_ for year \_\_\_\_\_

Co-applicant's annual income as reported in the attached **two Notices of Assessments:**

\$ \_\_\_\_\_ for year \_\_\_\_\_ and \$ \_\_\_\_\_ for year \_\_\_\_\_

**The following financial information is required, and the application will be ineligible if not fully and honestly disclosed.**

<b>Self</b>		<b>Co-applicant</b>	
Old Age Security/GIS	\$	Old Age Security/GIS	\$
Shelter Aid (SAFER)	\$	Shelter Aid (SAFER)	\$
Canada Pension Plan (CPP)	\$	Canada Pension Plan (CPP)	\$
Other pension income	\$	Other pension income	\$
Investment income	\$	Investment income	\$
Employment income	\$	Employment income	\$
Other assistance	\$	Other assistance	\$
<b>Total Monthly Income</b>	\$	<b>Total Monthly Income</b>	\$

**Assets:** List the current value of all assets held by the Applicant and Co-Applicant. **DO NOT** include assets such as vehicles, boats, antiques, household furnishings, etc.

Chequing Balance	\$	Real Estate (Assessed Value less Mortgage owing)	\$
Savings Balance	\$	Term Deposit Receipts	\$
Stocks, Bonds, Mutual Funds, GIC, etc.	\$	Other Assets (Specify)	\$
<b>Total Value of Assets</b> (exclude RRSP/RIF/Annuities)	\$		

**Declaration:**

1. Pursuant to the Personal Information Protection Act (PIPA), I hereby authorize the Kiwanis North Shore Housing Society, or its agent, to verify or confirm the above information with any source (whether or not named in this application) in any way necessary.
2. I/we further hereby authorize my current/previous Landlord(s) and/or Building Manager(s) to give Kiwanis North Shore Housing Society, or its agents, information regarding my residential history for my application for rental housing.
3. I/we declare that all statements in this application form are true to the best of my knowledge, and that no information required has been concealed or omitted.
4. I/we agree to notify the Society or its agent immediately if there are any significant changes in my income or any changes to my contact information.
5. I/we agree to forward "proof of annual income" on an ongoing basis (typically annually) when requested by the Landlord. I/we acknowledge that I/we need to meet the housing eligibility criteria set out by Kiwanis throughout the length of my/our tenancy.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant Signature

\_\_\_\_\_  
Date

**This application will NOT be processed unless ALL sections in this form are completed IN FULL.**

Kiwanis North Shore Properties – please indicate the building location(s) and unit type you prefer to live in with a ✓

<b>North Vancouver</b>	<b><u>Studio</u></b>	<b><u>One Bedroom</u></b>
<b>Lynn Manor</b> 2555 Whiteley Court North Vancouver, B.C. V7J 3G9 <i>(must be 65 years or older to apply)</i>		
<b>Kiwanis Towers</b> 170 West 2 <sup>nd</sup> Street North Vancouver, B.C. V7M 1C4		
<b>St. Andrews Place</b> 1480 St. Andrews Place North Vancouver, B.C. V7L 0A5		
<b>Lynn Woods</b> 2551 Whiteley Crt North Vancouver, B.C. V7J		<b>Market Rental Units only</b>

<b>West Vancouver</b>	<b><u>Studio</u></b>	<b><u>One Bedroom</u></b>
<b>The Court</b> 2151 Gordon Avenue West Vancouver, B.C. V7V 1W1		
<b>The Manor</b> 959 – 21 <sup>st</sup> Street West Vancouver, B.C. V7V 4Y3		
<b>The Cypress</b> 999 – 21 <sup>st</sup> Street West Vancouver, B.C. V7V 0B4		
<b>The Terrace</b> 975 – 21 <sup>st</sup> Street West Vancouver, B.C. V7V 0B5		

**If you wish to apply to North Vancouver only**

**Mail to:**

Kiwanis North Shore Housing Society  
North Vancouver Office  
2555 Whiteley Court,  
North Vancouver, B.C. V7J 3G9  
Phone: 604-984-9166  
Email: [nvoffice@kiwanisnorthshorehousing.org](mailto:nvoffice@kiwanisnorthshorehousing.org)

**If you wish to apply to West Vancouver or have no preference**

**Mail to**

Kiwanis North Shore Housing Society  
West Vancouver Head Office  
100 – 975 – 21<sup>st</sup> Street  
West Vancouver, B.C. V7V 0B5  
Phone: 604-926-0102  
Email: [info@kiwanisnorthshorehousing.org](mailto:info@kiwanisnorthshorehousing.org)