



IN-SITU MARKET TO RGI PROVIDER CHECKLIST



Please complete the following checklist and append it to the In-Situ Market to RGI Application form.

The date you, as a housing provider, confirm eligibility for this Local Priority is the date that will be accorded to your tenant/member.

All required documentation (completed checklist, completed application and proof of Canadian residency) must be forwarded in order to process the request.

Applicant(s) name:

Completed In-Situ Market to RGI application attached? Yes No

Proof of Canadian residency attached? Yes No

Applicant, since move-in, has been a market rent tenant? Yes No

Number of years that applicant has been a market rent tenant/member:

Is applicant requesting a subsidy for their current unit? Yes No

Is the unit size appropriate as per RGI policies for the household? Yes No

Tenant, by no fault of their own, has experienced a significant loss of income since moving into their current unit? Yes No

Date of reduction of household income (yyyy-mm-dd):

Verification of reduced income received by provider? Yes No

If subsidy has already been applied, date applied (yyyy-mm-dd):

Date form completed (yyyy-mm-dd):

Provider:

Staff name:

Staff signature: