

Social Housing Arrears Information Form
Service Manager Directive 21-03 - Appendix A



Provider name

Unit address where arrears incurred

Unit number Street number Street Name

Unit vacancy date (yyyy/mm/dd)

Household member information: include information for all household members (16 years of age or older)

- | | |
|--------------------|----------------------------|
| 1. Name | Date of birth (yyyy/mm/dd) |
| SIN (if available) | |
| 2. Name | Date of birth (yyyy/mm/dd) |
| SIN (if available) | |
| 3. Name | Date of birth (yyyy/mm/dd) |
| SIN (if available) | |
| 4. Name | Date of birth (yyyy/mm/dd) |
| SIN (if available) | |

Arrears information

Reason for arrears	Rent	Damages	Misrepresentation or fraud
Confirm arrears are \$100 or more	Yes	No	
Rent arrears amount owed \$			Estimate Actual
Damages arrears amount owed \$			Estimate Actual
Copy of household notice of arrears attached	Yes	No	

Misrepresentation or fraud Yes

Select 'Yes' when a tenant has been found guilty of misrepresentation or fraud under Section 55 of the Housing Services Act, 2011 and attach a copy of the order to this form.

Status of arrears In collections Repayment agreement Other

If other (please specify)

Repayment agreement

Date repayment agreement signed (yyyy/mm/dd)

Duration or term of agreement

Date payment started (yyyy/mm/dd)

Starting balance of payment agreement \$

Total payment agreement made to date \$

Current total arrears balance owing \$

Notes**Housing provider contact information**

Housing provider contact information to discuss the status of the arrears or repayment agreement

Housing provider name

Contact person to discuss arrears file

Name

Phone number

Email

Arrears form completed by

Title

Date (yyyy/mm/dd)

Personal information contained on this form is collected under the authority of Ontario's *Housing Services Act, 2011* sections 57(6), 169(1) and (2), 170(1) (2), 171(1), (3) and (6) *Municipal Freedom of Information and Protection of Privacy Act* (R.S.O. 1990, c.M.56) and the *Federal Personal Information Protection and Electronic Documents Act* (S.C. 2000, c.5)