



Application for Subsidized Housing in Ottawa

For Office Use Only

Date:

Rec. by:

The application must be completed in full and returned to:

The Registry
2197 Riverside Dr., 5th Floor
Ottawa, Ontario
K1H 1A9

Phone: 613-526-2088

Version française disponible.

We do not accept applications by fax.

1. Eligibility Rules

To be eligible for subsidized housing, you must meet all of the following conditions:

- All members of the household must be a Canadian citizen, Landed Immigrant, Refugee or Refugee Claimant.
- No member of the household is currently under a deportation, departure or exclusion order to leave Canada.
- At least 1 person in your household must be 16 years of age and older.
- No member of the household owes money to any social housing provider.
- No member of the household has been convicted of an offence in relation to rent-gear-to-income assistance or found by a court of law or the Landlord and Tenant Board to have misrepresented their income for the purpose of rent-gear-to-income assistance.
- If you own a house or rent any other property, you must agree to sell it or terminate the lease within 180 days of being housed.
- You must be able to live independently, and make your own arrangements for support services.

2. Additional Information

- You must report any changes to this information directly to The Registry.
 - You must update your application at least once per year with The Registry.
 - **Failing to provide updated information will result in the cancellation of your file.**
 - The system for selecting households is based on the date of your application.
 - Special Priority may be given to your application if you are being abused by someone whom you live with, lived with, or is acting as your sponsor. Certain criteria must be met.
 - Urgent status may be given to your application if you have a life-threatening or terminal illness made worse by your current living situation or your personal safety is threatened.
 - You may be given special status if you are homeless.
 - You may be required to pursue income from one or more of the following sources:
 - Ontario Works
 - Support payments
 - Employment Insurance
 - Any pension or support payments required under a sponsorship agreement
- Failure to pursue a specific type of income within the required time frame will result in a decision of ineligibility at the time of a housing offer.*
- You are only entitled to **3 offers** of housing. **If all offers are refused the file will be cancelled.**
 - When you accept an offer of housing from any one of the housing providers you have applied to, you will no longer be on the waiting list for any other housing provider. If you want to move to another housing provider later on, you will then have to re-apply.
 - The information you give us on this form and your attached documents will be used to determine your eligibility for subsidized housing. Some housing providers may need more information.



