



North Peace Housing Foundation

6780 – 103 Ave., Peace River, AB, T8S 0B6

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Application Document Checklist

Your application is considered complete once we have received all necessary documents. Please follow the document checklist carefully and provide any documents that apply to your situation,

If you are over 65

Notice of Assessment for the most current tax year.	

If you are under 65:

If you are...		Please submit....
	Employed	3 months current pay statements. If you just started work and do not have a minimum of 3 pay statements, please submit a letter from your employer stating your start date, hours of work per week, and rate of pay.
	Receiving Employment Insurance (EI)	A screen print of "my current claim" from your online Service Canada account. This should include your claim start, and your weekly rate.
	Receiving Income Support	Your consultant can provide a copy of your "green sheet", or deposit information with budget and amount of deposit.
	Receiving AISH	A copy of your health benefits card (deposit statement) with the attached budget information.
	AB Works (Learner) Benefits	Notice of Assessment for your Student Funding
	Self-Employed	We will use your tax return to calculate basic rent, but may request supporting documentation
	Receiving Alimony/Child Support	Copy of a court order or screen print of maintenance enforcement payment history.
	A Student	A copy of your funding letter or agreement

If you have dependents.

Canada Child Credit statement.	You can print this statement from your online Canada Revenue Account. It will list your eligible dependents and their birth dates.
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