SMITH'S LANDING FIRST NATION

ON-RESERVE HOUSING APPLICATION

CONFIDENTIAL ONCE COMPLETED

OFFICE USE ONLY
Date Received – DD/MM/YYYY

What program are you applying for?

☐ Rental Housing ☐Renovations*

***Please note that all applications for renovations require at least two quotes to be included with your application.**

APPLICANT INFORMATION

Last Name		First Name	
Middle Name(s)		Previous Last Name(s)	
Mailing Address		City/Town	Prov/Terr / Postal Code
Street Address		City/Town	Prov/Terr / Postal Code
Home Phone	Work/Cell Phone	Email Address	

Gender ☐ Male ☐ Female	Date of Birth DD/MM/YYYY	First Nation	Treaty Number
Current Living Status ☐ Single ☐ Married/Common Law	Considerations ☐ Elder ☐ Special Needs	Dependents ☐ Yes ☐No	If Yes, how many?

Do you have any outstanding debts with Smith's Landing First Nation? ☐ Yes ☐ No

If yes, how much and what for?

Is this the first time that you are applying to Smith's Landing First Nation Housing Program? ☐ Yes ☐ No

CO-APPLICANT INFORMATION

Last Name		First Name	
Middle Name(s)		Previous Last Name(s)	
Mailing Address		City/Town	Prov/Terr / Postal Code
Street Address		City/Town	Prov/Terr / Postal Code
Home Phone	Work/Cell Phone	Email Address	

Gender ☐ Male ☐ Female	Date of Birth DD/MM/YYYY	First Nation	Treaty Number
Current Living Status ☐ Single ☐ Married/Common Law	Considerations ☐ Elder ☐ Special Needs	Dependents ☐ Yes ☐ No	If Yes, how many?

Do you have any outstanding debts with Smith's Landing First Nation? ☐ Yes ☐ No

If yes, how much and what for?

Is this the first time that you are applying to Smith's Landing First Nation Housing Program? ☐ Yes ☐ No

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Please ensure you provide all requested information and documentation

For more information or assistance please contact Smith's Landing First Nation:
P: (867) 872-4950
F: (867) 872-5154

Smith's Landing First Nation
Box 1470, Fort Smith, NT X0E 0P0
E: reception@slfn196.com

HOUSEHOLD MEMBER INFORMATION

Provide the following information for each additional individual who will live in the house

Does your spouse live with you? ☐ Yes ☐ No		If yes, is your spouse employed? ☐ Yes ☐ No	
Name		First Nation	Treaty Number
Date of Birth DD/MM/YYYY	Gender ☐ Male ☐ Female	Relationship to you ☐ Spouse ☐ Son ☐ Daughter ☐ Other	
Name		First Nation	Treaty Number
Date of Birth DD/MM/YYYY	Gender ☐ Male ☐ Female	Relationship to you ☐ Spouse ☐ Son ☐ Daughter ☐ Other	
Name		First Nation	Treaty Number
Date of Birth DD/MM/YYYY	Gender ☐ Male ☐ Female	Relationship to you ☐ Spouse ☐ Son ☐ Daughter ☐ Other	
Name		First Nation	Treaty Number
Date of Birth DD/MM/YYYY	Gender ☐ Male ☐ Female	Relationship to you ☐ Spouse ☐ Son ☐ Daughter ☐ Other	
Name		First Nation	Treaty Number
Date of Birth DD/MM/YYYY	Gender ☐ Male ☐ Female	Relationship to you ☐ Spouse ☐ Son ☐ Daughter ☐ Other	
Name		First Nation	Treaty Number
Date of Birth DD/MM/YYYY	Gender ☐ Male ☐ Female	Relationship to you ☐ Spouse ☐ Son ☐ Daughter ☐ Other	

CURRENT LIVING STATUS

Do you, your spouse or co-applicant own property and/or a house anywhere? ☐ Yes ☐ No

If yes, list the address:

Current Landlord:	Landlord Phone Number
How long have you lived here?	Address of Rental
Previous Landlord:	Landlord Phone Number
How long did you live here?	Address of Rental

Please provide names of three **housing references**: (current or past landlords)

Name	Relationship	Phone
Name	Relationship	Phone
Name	Relationship	Phone

Have you ever rented from SLFN Housing? ☐ Yes ☐ No If yes, when?

Do you have rent arrears? ☐ Yes ☐ No

If yes, how much and with who?

Briefly explain your current living situation.

UTILITIES

- ✓ **Letters of Good Standing - please include letters from your water provider and electricity provider confirming that both utility accounts are in good standing.**

FINANCIAL INFORMATION

	Applicant	Co-Applicant
MONTHLY INCOME		

- ✓ **Please include 2 (two) current pay stubs with your application and any other applicable documentation needed to verify your monthly income reported above.**

Household income will be assessed to ensure applicant can afford all household operating costs such as fuel, power, water, and sewage pump out costs etc.

EMPLOYMENT INFORMATION

APPLICANT

Present Employer	Work Address
Occupation	Work Phone
Start Date	Employment Status ☐ Full-time ☐Part-time ☐Temporary ☐ Seasonal
Previous Employer	Work Address
Occupation	Work Phone
Start Date DD/MM/YYYY	End Date DD/MM/YYYY

CO-APPLICANT	
Present Employer	Work Address
Occupation	Work Phone
Start Date	Employment Status ☐ Full-time ☐Part-time ☐Temporary ☐ Seasonal
Previous Employer	Work Address
Occupation	Work Phone
Start Date DD/MM/YYYY	End Date DD/MM/YYYY

CRIMINAL RECORD CHECK

✓ Please include a criminal record check that was issued in the past 6 months for all members of the household over 18 years of age with your application.

Community safety on our reserve lands is a key concern for Smith's Landing First Nation. Those who choose to live and grow up on-reserve must be able to do so in a safe environment. In particular, Smith's Landing First Nation is committed to ensuring that the community remains free of any illegal drug activity on-reserve.

To further this goal, we ask that anyone in the household who is over 18 years of age provide a criminal record check that was issued in the past 6 months. The information in the criminal record check will be used to assess whether an individual has been convicted of a drug-related offence or other criminal offences of concern. Offences for which an individual has received a pardon or a record suspension will not be considered during the assessment.

Applicants and any Co-Applicants sign the Declaration and Consent below that provides your consent for the collection, use and disclosure of your criminal record check by Smith's Landing First Nation. A separate consent form must be submitted by any other adult that will be living in your household with their criminal record check. The consent form can be obtained from Smith's Landing First Nation.

DECLARATION AND CONSENT

1. Use, Collection, and Disclosure of Personal Information

I hereby provide my consent to the collection, use and disclosure by Smith's Landing First Nation of the personal information contained in this housing application and any documents attached hereto including but not limited to criminal record checks ("Personal Information"), for the following purposes:

- assessing whether I am eligible for Smith's Landing First Nation's rental housing program, as determined by the Nation in its sole discretion; and
- contacting previous landlords for information about my rental history, including but not limited to payment history.

I understand that I may contact Smith's Landing First Nation if I have any questions or if I need to view or correct any of the Personal Information.

I acknowledge that I may withdraw my consent at any time by writing to Smith's Landing First Nation, but that withdrawal of consent may affect my ability to participate in the housing program.

2. Other

I declare that the information provided herein is true and correct and realize that any false information provided will result in cancellation of the application.

I understand that:

- submission of this application does not oblige Smith's Landing First Nation to provide me with a rental housing unit or other housing program benefits;
- if I am selected to participate in Smith's Landing First Nation's rental housing program, I will be required to sign a Housing Agreement with Smith's Landing First Nation;
- accommodation availability is subject to available units;
- applications will only be kept on file for one year, so that if my application is not accepted and I am still interested in participating in the rental housing program after a year, I must re-apply again; and
- it is my responsibility to inform Smith's Landing First Nation if the contact information on the application changes.

X _____ Applicant's Signature (Mandatory)	DD/MM/YYYY Date	X _____ Witness's Signature (Mandatory)	DD/MM/YYYY Date
X _____ Co-applicant's Signature (Mandatory)	DD/MM/YYYY Date	X _____ Witness's Signature (Mandatory)	DD/MM/YYYY Date