

Appendix C – Application Form to be completed by Owner or Managing Agent

Personal Information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M. 56 (“MFOIPPA”); the Housing Development Act, R.S.O. 1990, c. H.18 (“HDA”); the Ministry of Municipal Affairs and Housing Act, R.S.O. 1990, c.M.30(“MMAHA”); the Ontario Housing Corporation Act, R.S.O. 1990, c.0.21 (“OHCA”); and the Personal Information Protection and Electronic Documents Act, s.c. 2000, c.5 (“PIPEDA”). The personal information will be used to determine the suitability of rental units offered by owners. Personal information may be disclosed to Local Housing Corporations, the Ministry of Municipal Affairs and other municipal/provincial and federal departments and agencies (collectively “third parties”) who assist in the provision of affordable housing.

The Owner and/or Managing Agent represent and warrant that: (a) (s)he / they shall preserve the PIPEDA compliance of all PIPEDA protected information transferred to him/them by third parties; (b) (s)he / they shall ensure the PIPEDA compliance of all PIPEDA protected information collected by him (her) / them in the course of performing his (her) / their contractual obligations; and (c) (s)he / they shall ensure the PIPEDA compliance of all PIPEDA protected information that (s)he / they transfer to third parties.

Questions about the collection and disclosure of personal information should be directed to the Local Municipal Service Manager.

Owner/Landlord Information

Name:		Telephone Number:	
Address:		Municipality:	
City:		Cheques Payable To:	
Postal Code:		Direct Deposit Information:	

Managing Agent (if applicable)

Name:		Telephone Number:	
Address:		Municipality:	
City:		Cheques Payable To:	
Postal Code:		Direct Deposit Information:	

Building Location:

Address:		Municipality:	
City:			
Postal Code:			

Building Information:					
Contact for Building Inspection:			Telephone Number:		
Specify Building Type:					
Single/detached	Apartment (walk up)		Duplex		Triplex
Semi-detached	Apartment (elevator)		Row Housing		Stacked Row Housing
Government Program Built under:				Number of Stories:	
Year Built:				Total Number of Units:	
Units Available	Floor Area (Sq. Ft.)	Number of Units Offered		Monthly Rent	
		Regular	Modified		
1-Bedroom					
2-Bedroom					
3-Bedroom					
4-Bedroom					
5-Bedroom					
6+ Bedroom					
Please specify if the following are included as part of the rent			Included	Not Included	Additional Charges
	Heating				
	Hot Water				
	Water				
	Hydro				
	Refrigerator				
	Stove				
	Washer/Dryer				\$
Television Service	Master Antenna				\$
	Cable T.V.				\$
Parking	Indoor				\$
	Outdoor				\$
I hereby certify that the above information is correct and the rents are in accordance with the Tenant Protection Act, 1997, S.O. 1997, c. 24			Authorized Signature:		
			Title:		
			Date:		