



REQUIRED DOCUMENTS FOR APPLICATION

Please note, all applicants must be at least 18 years of age. **Each individual over the age of 18 who will be residing at the property must submit their own application. Each individual over the age of 18 will be screened separately.** The application fee is \$60.00 for each applicant and it is non-refundable. Once applications are submitted, they will be reviewed in the order in they have been received. Proof of legal source of income must be provided before being placed in line for approval.

BASIC DOCUMENTS

- Valid Identification Card/Documents
- Application Form
- Proof of Income

Proof Of Income

Employed:

- Current:
 - Paystubs: Most recent pay stubs, within the last 30 days
 - 1 Month of Pay Stubs (weekly, bi-weekly, monthly pay stubs must cover at least 30 days)
- New Local Employment
 - Signed Offer Letter on Company Letterhead
 - States income amount
 - Signed by all parties
 - Current, with start date within 30 days of move in date
 - 3 months of Bank Statements
- Remote Work Status or Transfer
 - Letter from your supervisor or HR manager verifying work status (Remote or Transfer)

Business Owners and Self-Employed:

- Most Recent Business Tax Returns
- 3 most recent Profit and Loss statements (spanning at least 90 days)
- At least 3 months of Bank Statements corresponding with the dates of the Profit and Loss statement

Others:

- Child or Spousal Support Court Documentation
- Welfare Documentation
- Social Security
- Pensions
- Veterans Affairs Payments
- Long Term Disability or Unemployment Payments
- Section 8 Voucher

