



City of Kawartha Lakes
Human Services
Box 2600, 68 Lindsay Street North
Lindsay, ON K9V 4S7
705-324-9870
cklhumanservices@kawarthalakes.ca

Application for Affordable Housing

Affordable housing as defined by the City of Kawartha Lakes (City) are housing units with a rent set below the average market rent for the area and also not connected to the community housing waiting list where units are made available at rent-geared-to-income.

Housing providers that are associated with this application process have the same rights to interview applicants, conduct credit checks, ask for landlord reference checks, etc. and ultimately select the households to move into their affordable housing rental units.

The City of Kawartha Lakes is only responsible to manage the affordable housing waiting list. The City is not the landlord.

Please complete the following steps to ensure your application will be processed.

- ☐ Fill in the personal information about each household member below.
- ☐ Answer all questions in the General Questions section.
- ☐ Read and sign the declaration, release and consent.
- ☐ Select the number of bedrooms you need and where you want to live.
- ☐ If submitting a paper copy, send or bring the application to Box 2600, 68 Lindsay Street North, Lindsay, ON K9V 4S7.
- ☐ Check here to declare that your household is within the household income limits. The minimum annual household income amount is \$44,500 and the maximum annual household income amount is \$66,500.
- ☐ Check here to declare that no one listed on the application owns residential property
- ☐ Copy of Canada Revenue Agency (CRA) notice of assessment (NOA) for the year previous for all members of the household 18 years of age or older uploaded/included with application. If applying on or after May 1st, the NOA from the previous year is required. For example, a household applies in June 2026 to the affordable housing waiting list, NOA's for the year 2025 would be required.
- ☐ Copy of Birth certificate from Canada, permanent resident status in Canada documentation or evidence that your refugee claim has been approved, uploaded/included with application.

**Applicant Last Name
(legal): ***

**Applicant First Name
(legal): ***

**Birth Date (MM/DD/YY)

Phone: *

Mailing Address (Street, PO Box, City, Province, Postal Code): *

Email:

**Gross Monthly
Income: ***

Gross Yearly Income: *

**Co-Applicant Last
Name (legal):**

**Co-Applicant First
Name (legal):**

Birth Date (MM/DD/YY)

Phone:

Mailing Address (Street, PO Box, City, Province, Postal Code):

Relationship to Applicant:

**Gross Monthly
Income:**

Gross Yearly Income:

Alternate Contact Name (First and Last Name):

Alternate Contact Ph:

**Any privacy issues
with this contact?**

Dependent(s) Information:

For dependent(s) that the applicant or co-applicant have legal rights or access of and are also required to provide accommodation for.

Last Name:

First Name:

Birth Date (MM/DD/YY)

Relationship:

Gross Monthly Income:

Gross Yearly Income:

General Questions and Immigration and Citizenship Criteria

- Is a Canadian citizen?
- Has made application for status as a permanent resident under the 'Immigration and Refugee Protection Act' (Canada)?
- Has made a claim for refugee protection under the 'Immigration and Refugee Protection Act' (Canada)?
- You are not eligible if a removal order became enforceable under the 'Immigration and Refugee Protection Act'.

Each household member must be in good standing. A household is in good standing when no member of the household owes money to any non-profit housing provider in Ontario in regard to a former or current tenancy. Households who are not in good standing will not be eligible for affordable housing, unless the household has entered into a repayment plan with the non-profit housing provider.

Does each member of the household meet at least one of the above listed Immigration and Citizenship Criteria? *

- ☐ Yes
- ☐ No

Is at least one member of the household 16 years old or older and able to live independently? *

- ☐ Yes
- ☐ No

Does any member of the household owe arrears for rent or damages to a Local Housing Corporation or Social Housing Provider? *

- ☐ Yes
- ☐ No

Has any member of the household ever been convicted of an offence regarding the receipt of rent-gear-to-income assistance? *

- ☐ Yes
- ☐ No

Has any member of the household been found by the Ontario Landlord and Tenant Board or a court of law to have misrepresented income regarding receipt of rent-to-gear-to-income assistance? *

- ☐ Yes
- ☐ No

Has any member of the household been evicted from a community housing unit due to a serious illegal activity through an order of the Landlord and Tenant Board during the last five years in the Province of Ontario? *

- ☐ Yes
- ☐ No

Declaration, Release and Consent to Information

I/We declare that all information given in this application is correct and is complete to the best of my/our knowledge. The application becomes the property of the City of Kawartha Lakes. Copies of the application may be given to the housing providers that I/we have selected for placement on the waiting lists in the locations I/we wish to live. Personal information contained on this form is collected by the City of Kawartha Lakes pursuant to the 'Freedom of Information and Protection of Privacy Act', (R.S.O. 1990, c.F.31) or the 'Municipal Freedom of Information and Protection of Privacy Act', (R.S.O. 1990, c.M.56). This information will be used to determine eligibility for affordable housing, the size and type of unit eligible for, the placement of the household on waiting lists. Personal information may be disclosed to Private Landlords, Local 'Housing Corporations', 'Non-Profit Housing Corporations', the 'Ministry of Municipal Affairs and Housing', and other municipal, provincial and federal departments and agencies who assist in the provision of affordable housing. Information provided by the household may be shared for the purposes of making decisions or verifying eligibility for assistance under the 'Housing Services Act 2011', the 'Ontario Disability Support Program Act (1997)', the 'Ontario Works Act (1997)' or the ' Child Care and Early Years Act, 2014'. The applicant consents to the verification, disclosure and transfer of information given on this form and attachments by or to any of the above entities and will provide any required supporting material. Please direct any questions of this collection to the **Housing Manager, City of Kawartha Lakes, Box 2600, 68 Lindsay Street North, Lindsay, ON K9V 4S7 705-324-9870 or 1-877-324-9870.**

All household members 16 years and older must sign below.

Signature

Date (MM/DD/YYYY) *

Signature

Date (MM/DD/YYYY)

Signature

Date (MM/DD/YYYY)

Signature

Date (MM/DD/YYYY)

Signature

Date (MM/DD/YYYY)

Signature

Date (MM/DD/YYYY)

Building Selections

You may select as many locations as you wish.

Size of Unit Requested

- ☐ One bedroom (singles/couples*)
- ☐ Two bedroom (two to four occupants*)

City of Kawartha Lakes

Lindsay - Apartments

- ☐ The Foundry apartments > 1, 2 bed > 77 William Street N, Lindsay

County of Haliburton

Minden

- ☐ Gull River apartments > 2 bed > Highway 35, Minden

Thank you for completing the application.

You will be contacted to let you know if you have been added to the Affordable Housing waiting list.

Additional information and verification of your income will be requested prior to you being offered an affordable housing unit.

If there are any changes in the information you have provided, contact the Housing Office at: Toll Free: 1-877-324-9870 or Local: 705-324-9870

Visit our website for further building information:

www.kawarthalakes.ca