



MILLIKEN Co-operative Homes Inc.

MEMBERSHIP AND HOUSING APPLICATION

DATE RECEIVED:	RECEIVED BY:	APPLICATION FEE:
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1A. WHO IS APPLYING?	PART 1
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Please list everyone in your household and provide a complete mailing address, including postal code:

ADULT 1:		Female		Male	
Name:	Mailing Address:				
Home Phone #:					
Work Phone #:					
Cell Phone #:	Date of Birth:				
Email:	Social Insurance Number:				

ADULT 2:		Female		Male	
Name:	Mailing Address:				
Home Phone #:					
Work Phone #:					
Cell Phone #:	Date of Birth:				
Email:	Social Insurance Number:				

CHILDREN OR OTHER ADULTS Male/Female:		Male/Female:	
Name:	Name:		
Family Relationship (if any):	Family Relationship (if any):		
Address:	Address:		
Phone#:	Phone#:		
D.O.B.	S.I.N#:	D.O.B.	S.I.N#:

CHILDREN OR OTHER ADULTS Male/Female:		Male/Female:	
Name:	Name:		
Family Relationship (if any):	Family Relationship (if any):		
Address:	Address:		
Phone#:	Phone#:		
D.O.B.	S.I.N#:	D.O.B.	S.I.N#:

1B. WHAT KIND OF UNIT DO YOU NEED?

Two Bedroom Back-to-Back Townhouse

Three Bedroom Back-to-Back Townhouse

Three Bedroom Row Townhouse

Four Bedroom Row Townhouse

1C. PETS

What kind of pets would you bring with you to the co-op _____

You will be required to adhere to the City of Toronto By-laws and the Co-op's Pet By-law

1D. GENERAL INFORMATION

Status in Canada

Canadian Citizen

Please provide documentation

Landed Immigrant

Please provide documentation

Refugee

Please provide documentation

How did you hear about the Co-op? _____

Why do you want to move into the Co-op? _____

Have you lived in a c-op or been involved in any other form of co-op or credit union? _____

Have you been involved as a volunteer in a community group, service club or trade union? _____

Any other comments?

1E. PARTICIPATION IN THE CO-OP

Living in a co-operative can be fun, interesting and rewarding. There is certainly a sense of security not felt in a rental unit. There is the added advantage of feeling part of a community. This does however require a commitment of some of your time and energy. Please indicate which committee you will be involved with.

Member Selection Committee

Finance Committee

Maintenance Committee

Member Involvement Committee

Social/Recreation Committee

Newsletter Committee

Other Committee (Specify)

Why are you interested in this committee?

Commitment to Active Participation

After we receive your completed application form, and a unit becomes available, the co-op will review the information you provided in the application. We will conduct a credit check and contact your landlord and/or other references. Two members of the co-op's Membership Committee will interview you. The purpose of the interview is to get an impression of you as a potential member, and to give you an understanding of the co-op.

The interviewers will consider your willingness to participate and your potential as a good neighbour. If the interviewers have any doubts about your understanding of what a housing co-operative is, your willingness to be an active member, or your consideration for other members, they may recommend to the board that your application for membership be rejected.

Living in a co-operative requires a commitment of some of your time and energy. This may not be an ideal situation for everyone. This would be a good time for you to give serious thought to the commitment you are in the process of making. When you become a member, you have the right to live in the co-op. However, it is equally important to know that with that right you also have responsibilities.

Please consider the following statement carefully before signing. You should be aware that this is not a legal document, but rather a declaration of your understanding, commitment and intent.

1. I understand the need for every co-op member to be a fully participating member in both the running of the co-op and the building of community spirit.
2. I am aware that attendance at **all** General Members Meetings is mandatory. If occasionally I am unable to attend, I will advise the office in advance that on that particular occasion I will be unable to attend and why. This is referred to as "giving regrets".
3. I am aware that attending General Members Meetings is not sufficient to keep the co-op functioning effectively. Participation in committee work and/or work parties will be necessary.
4. I understand that failure to follow the co-op by-laws will result in the loss of member privileges, such as relocating to another unit, etc.

Applicant # 1 _____

Applicant # 2 _____

Applicant # 3 _____

Applicant # 4 _____

This completes Part 1 of the Application. Please continue to Part 2.

1C. WHERE DO YOU LIVE?

If the information requested is not the same for each applicant, please provide addition information on a separate sheet.

How long have you lived in your present address?

Do you own or rent your current dwelling?

How much is your rent or mortgage payment every month?

How much are your utilities if not included in your rent?

Landlord or Mortgage Company Name and Phone #

Landlord or Mortgage Company's Address:

May we contact your landlord or mortgage company for a reference Yes No

Previous Landlord or Mortgage Company's Name and Phone#

Previous Landlord or Mortgage Company's Address:

If you are moving, how much notice are you required to give to your present landlord?

30 Days 60 Days

DECLARATION AND PERSONAL INFORMATION CONSENT

I/WE HEREBY APPLY for membership in Milliken Co-operative Homs Inc.

I/WE UNDERSTAND:

- 1) that in order to be valid, this application must be accompanied by a **\$15.00 application fee per adult** that is not refundable if this application is withdrawn by the applicant or rejected by Milliken Co-operative's Board of Directors; (Maximum \$30.00)
- 2) that only members of Milliken Co-operative Homes my occupy a unit in the co-op;
- 3) that accommodatiion in Milliken Co-operative Homes Inc. depends on being interviewed and approved for membership;
- 4) that Milliken Co-operative Homes Inc. is formed for the purpose of providing housing at cost to its members and that membership includes the responsibility to participate in the management and maintenance of the co-operative.
- 5) that if accepted for membership, a one-time **\$10.00 membership fee** per adult will be required.

I/WE HEREBY AGREE to abide by all the terms of the By-laws of Milliken Co-operative Homes Inc., if accepted for membership.

I/WE CONSENT to Milliken Co-operative Homes Inc. using the personal information I have provided (address, telephone numbers, dates of birth, Social Insurance Numbers, income, places of employment and contact information of current and/or previous landlords) for the following purposes:

- 1 to contact me about this application
- 2 to determine my eligibility for housing and membership in Milliken Co-op
- 3 to determine my ability to meet financial obligations
- 4 to meet requirements of federal of provincial laws, the co-op's by-laws or occupancy agreements or any legal binding contracts.

I/WE HAVE READ and retained a copy of this statement.

I/WE HEREBY DECLARE that all infomration in this application is correct, and hereby authorize Milliken Co-op to verify and, or all of the information contained herein, and to perform a credit check at its descretion.

To be signed by all members of the application household aged 16 or older

Applicant # 1 _____ **Date:** _____

Applicant # 2 _____ **Date:** _____

Applicant # 3 _____ **Date:** _____

Applicant # 4 _____ **Date:** _____

PROOF OF INCOME

1. If you are self-employed or a member of a partnership, submit a financial statement prepared by a chartered accountant concerning your most recent fiscal period indicating:

- (i) the gross and net profits from your business;
- (ii) total payment from your business to you or members of your household as personal salary, bonus, dividends, loans or otherwise in the last year; and

If your business does not normally prepare financial statements, submit a letter from a chartered accountant or a statutory declaration, sworn before a notary public, of your earnings in the past twelve months and projected earnings for the next twelve months.

2. If you are regularly employed, submit the following:

- a letter from your employer stating your gross wages, overtime pay, or annual salary for the past year; or
- original copies of three consecutive recent pay stubs.

3. If you are receiving a pension or annuity, submit:

- (i) a confirmation letter; or
- (ii) copies of your monthly pension cheque; or
- (iii) the slips sent to you with your cheques.

4. If you are irregularly or seasonally employed, submit:

- (i) your last income tax return together with related T4 slips and the Notice of Assessment issued by Revenue Canada; and
- (ii) a confirmation letter from your current employer stating your gross wages and overtime pay; and
- (iii) copies of any unemployment insurance warrant cards; and
- (iv) an estimate of your earnings for the next twelve months.

5. If you are currently unemployed, submit:

- copies of three consecutive unemployment insurance warrant stubs.

Please call the Co-op office at 416-291-9145 to determine how to verify any form of income not included above.