



HOME REPAIR PROGRAM APPLICATION

GENERAL INFORMATION

Is this application for an emergency repair? Y N

APPLICANT

Title: _____ First name: _____

Last name: _____

Date of Birth: (YYYY-MM-DD) _____

CO-APPLICANT

Title: _____ First name: _____

Last name: _____

Date of Birth: (YYYY-MM-DD) _____

Who and how should we contact to discuss your application? Applicant Co-applicant

Daytime contact number: _____ Alternate phone number: _____

Home Phone: _____

Email: _____

Mailing address: _____

City: _____ Postal code: _____

Physical location of property (If different from above) : _____

Livable floor area of dwelling: _____ ft² Number of bedrooms _____

How long have you lived at the present location or property? _____

How long have you lived in Yukon? _____

ADDITIONAL HOUSEHOLD MEMBERS (Not mentioned above)

Name (first/last)	Relationship to applicant	Date of Birth (YYYY-MM-DD)

EMPLOYMENT INFORMATION (Written Verification of Employment form for each applicant is required)

Applicant's employer: _____

Length of employment: _____ Work phone: _____

Previous employer (If less than 1 year): _____ Length of employment: _____

Co-applicant's employer: _____

Length of employment: _____ Work phone: _____

Previous employer (If less than 1 year): _____ Length of employment: _____

HOUSEHOLD INCOME (All sources of income must be listed and verification must be provided with application)

Source	Applicant \$	Co-applicant \$	Other household member Name:
<i>(example) employment (gross income)</i>	<i>50,000/yr</i>	<i>21,000/yr</i>	
TOTAL			

FINANCIAL INFORMATION (List all assets & liabilities including loans, vehicles, credit cards, etc.)

Description (e.g. credit card, truck)	Lender / bank	Asset value or credit limit	Liability \$ (balance owing)	Monthly payment
<i>(example) 2012 vehicle</i>	<i>ABC bank</i>	<i>12,000</i>	<i>4,000</i>	<i>350</i>
TOTAL				

CURRENT HOUSING COSTS*

Type	Payment	Frequency (yearly, monthly, biweekly, etc)
Mortgage payment (Principle, Interest and Taxes)		
Property taxes (only if not included above)		
Condominium fees		
Pad rental		
Heating costs		
Electrical costs		
Water and other municipal services*		
Current mortgage balance		
Estimated value of dwelling		

*If eligible for subsidy, confirmation of these payments will be required.

SCOPE OF PROJECT

CHECKLIST

Please ensure the following information is included in application or attached in order for us to assess your eligibility.

ALL APPLICANTS

- Program application form (Please ensure that it is signed by all applicants)
- Verification of Employment form (You must have your employer complete this form) (If you are self employed, see below)
- Notice of assessment from Canada Revenue Agency
- Any building permits that are open
- Copy of most recent property tax bill showing that it is paid

SELF EMPLOYED APPLICANTS

- Previous 2 years of Canada Revenue Agency Statement of Business or Professional Activities (T2125)
- Previous 2 fiscal years of financial statements

OWNER OF HOME ON TITLED PROPERTY

- Copy of your Certificate of Title (Available at Land Titles Office)
- Ensure all those listed on Title have signed application
- Copy of the most recent Certificate of Insurance for your home if one exists

OWNER OF MOBILE HOME ON RENTED/LEASED PROPERTY

- Copy of Bill of Sale
- Copy of Chattel Mortgage if applicable
- Copy of the most recent Certificate of Insurance for your home if one exists

APPLYING FOR AN EMERGENCY REPAIR

- Quote from a professional contractor (must obtain quotes prior to work commencing)
- Orders from the jurisdiction with authority mandating repairs, if applicable
- Photographs of the area to be repaired
- If insurance policy exists have you made a claim for these repairs: Yes No

If Yes – identify work done, amount received and why you are seeking YHC assistance

If No – please contact your insurance company

LIMITATIONS OF LIABILITY

Under no circumstances will YHC, its officers, employees, or agents be liable for dwelling component or system failures. Further, any reliance by the homeowner(s) or others on information contained in YHC's dwelling assessment beyond its intended purpose will be at the homeowner or dwelling occupant's own risk, and YHC, its officers, employees, or agents will not be liable for any injury, losses or damage of any kind arising from the information provided.

The homeowner(s) releases YHC of and from claims, demands, damages, actions or causes of actions arising or to arise out of any decision by the homeowner(s) not to undertake some or all of the repair options.

AGREEMENT

I/We understand that this application does not constitute an agreement on the part of YHC, or its agents, to provide me/us with assistance.

I/We hereby authorize YHC, or its agents to make any or to respond to any inquiries that are necessary to verify the facts contained in this application.

I/We hereby give permission to YHC, or its agents, to carry out to any necessary inquiries and to obtain additional information on my/our income, assets, liabilities and credit.

I/We understand that the information in this application may be used for statistical purposes*.

I/We understand that an assessment of my/our property may be necessary to qualify under some YHC programs.

I/We acknowledge that any expenditure against the property carried out prior to loan approval may not be eligible.

I/We have completed this application completely to the best of my/our knowledge.

I/We understand that YHC has no direct relationship with any contractor and/or supplier.

This dwelling is my/our principal residence.

I/We have not received or taken action to receive any additional insurance compensation beyond that identified in this application.

This property conforms to all applicable zoning and/or bylaws.

I/We understand that YHC loans are not life insured and assume full and sole responsibility for obtaining life insurance if desired.

I/We understand that permits and/or inspections must be obtained from the appropriate government building inspector prior to commencing work.

I am a / We are Yukon Resident(s) as that word is defined below. I/We make this declaration that I am a / we are Yukon Resident(s) as part of my / our application. I am / we are aware that if any part of this declaration is untrue, and I am / we are granted a loan based on this declaration, I/we may be prosecuted.

"Yukon Resident" means a person who makes Yukon their permanent and principal home for at least 90 days prior to signing this agreement/declaration.

Applicant: _____ Date: _____

Co-applicant: _____ Date: _____

*Your personal information is being collected for the purpose of determining eligibility for funding from the Yukon Housing Corporation per the terms of the specific funding program. Information collected on this form will be managed in accordance with the *Access to Information and Protection of Privacy Act (ATIPPA)*. For further information regarding collection of information, please contact the Yukon Housing Corporation ATIPPA Coordinator at 867-667-8773, Box 2703, Whitehorse, Yukon Y1A 2C6.