



St. Andrew's Housing Ltd.

Application for Accommodation

St. Andrew's Centre
12720 – 111 Avenue
Edmonton, AB
T5M 3X3
phone : 780-452-4444
fax : 780-452-7567

Application Process

1. St. Andrew's Centre will require a completed application signed by the applicant(s) along with three (3) months of banking statements and a Notice of Assessment from the most current tax year in order to process the application.
2. St. Andrew's Centre will send confirmation of the received application.
 - 2.1. If the applicant is eligible for the accommodations and no suites are presently available, the applicant can request to be added to the waiting list(s) for the type(s) of suites as listed on the application. Note: the waiting list is reserved for applicants looking for an immediate move upon suite availability.
 - 2.2. When a suite becomes available, the applicant must meet with the Accounts and Housing Administrator or delegate to view the suite. A family member may also view the suite on behalf of the applicant as a preliminary step. Applicants may reject the offer of a suite three times before they are removed from the waiting list. Each time an applicant refuses a suite, they will be moved to the bottom of the list. Once removed from the list, the applicant may re-apply when they are ready to move-in.
3. After a suite has been viewed and accepted by the applicant, the applicant will be provided with a St. Andrew's Centre Physician's Medical Report form to be completed by the applicant's general practitioner. The applicant is responsible for any cost associated with having the medical form completed.
4. The completed medical form must be given to the office and will be assessed by the Chief of Operations for the approval of the application.
5. Applicants who change their mind about the application for tenancy at St. Andrew's Centre may withdraw from the waiting list at any time. Once a suite is accepted by the applicant, the security deposit of \$500.00 must be paid. If the applicant changes their mind after accepting the suite and paying the deposit, the deposit may be forfeited.

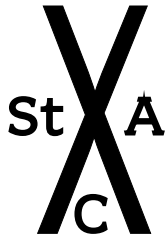
I (We), _____ have read and understand the above
application process. applicant(s) name(s)

(Applicant Signature)

(Date)

(2nd Applicant Signature – if applicable)

(Date)



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Please note that all persons who wish to live at the Centre must be listed on the application and lease.

Date of Application: _____

Personal Information – Applicant:

First Name: _____

Last Name: _____

Date of Birth: _____
(mm/dd/yy)

Current Address: _____

Phone: _____ Alt. Phone: _____

Email (optional): _____

Personal Information – 2nd Applicant (if applicable):

First Name: _____

Last Name: _____

Date of Birth: _____
(mm/dd/yy)

Current Address: _____

Phone: _____ Alt. Phone: _____

Email (optional): _____

Alternative Contact (if we are unable to reach you at the phone numbers provided above)

First Name: _____ **Last Name:** _____

Phone: _____ **Relationship to Applicant:** _____

Alt. Phone: _____

Present Accommodation

Present Accommodation is: House Apartment Condo Other

If other, please specify: _____

Do you currently: Own Rent Live with Family Other

If other, please specify: _____

Length of time at present address: _____

How did you hear about St. Andrew's Centre? _____

Landlord Reference (if renting/leasing)

Landlord Name (current): _____ **Phone:** _____

Name of Company: _____

Landlord Name
(if living less than 2 years at current address): _____ **Phone:** _____

Name of Company: _____

Personal Reference #1

Name: _____ **Phone:** _____

Relationship: _____ **How long have they known you?** _____

Personal Reference #2

Name: _____ **Phone:** _____

Relationship: _____ **How long have they known you?** _____

Type of Accommodation Requested (check all that apply)

- Bachelor Suite Inside
- Bachelor Suite Outside
- One Bedroom Suite Inside
- One Bedroom Suite Outside
- Two Bedroom Suite Inside
- Two Bedroom Suite Outside

Do you require underground parking? Yes No

*underground parking is not included in the rent – limited stalls available

Vehicle Description: _____ License Plate #: _____

Current Services

Please indicate if you are receiving any of the following services:

- D.A.T.S.**
 - Medical Alert System**
 - Dignified Veterans Assistance**
 - Day Program** _____
 - Home Care** _____
 - Private Care** _____
 - Other (please specify)** _____
- _____
- _____

**THE FOLLOWING INFORMATION IS MANDATORY FOR THE APPROVAL OF
ACCOMMODATION AT ST. ANDREW'S CENTRE**

What is your net monthly income? _____
(Line 150 from the most current Notice of Assessment)

Please provide a copy of your Notice of Assessment from the most current tax year and three (3) months of banking statements to serve as proof of income

Please check the boxes that reflect the sources of your income

- Old Age Security (OAS)**

 - Canadian Pension Plan (CPP)**

 - Pension**

 - Guaranteed Income Supplement (GIS)**

 - Alberta Seniors Benefit (ASB)**

 - Assured Income for the Severely Handicapped (AISH)**

 - Other (please specify)** _____
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Please read and sign the following:

1. I understand that St. Andrew's Centre is an apartment complex for seniors 60 years + who are capable of independent living.
2. I understand that St. Andrew's Centre is not a care facility and in order to access care, I must be an approved client of the Alberta Health Services Home Care Program.
3. I understand that this is an application for residency only and not a rental agreement.
4. I understand that all tenants must be listed on the application as well as the lease. To have someone living in the suite without permission of the landlord is a violation of the lease.
5. I understand that the personal information contained in this application is collected under the authority of the Alberta Housing Act and will be used for the purpose of administering the housing program. It is protected by the privacy provisions of the Personal Information Protection Act.
6. I understand that the personal health information contained in this application is collected for the purpose of determining eligibility for residency in St. Andrew's Centre. Personal health information is protected by the Health Information Act.
7. I authorize St. Andrew's Centre to investigate any or all statements made by me, the applicant, in this application.
8. I am fully aware that the discovery of any false statements made by me, the applicant, in this application will cancel my application process.
9. I authorize St. Andrew's Centre to contact my landlord(s) as indicated in this application for a reference, to obtain rental history information, and/or to conduct a credit check for the purpose of determining my eligibility for housing at St. Andrew's Centre.

(Applicant Signature)

(Date)

(2nd Applicant Signature – if applicable)

(Date)

St. Andrew's Centre - Suite Rental Rates

	RENT	Security Deposit
<i>BACHELOR:</i>		
INSIDE	\$990.00	\$500.00
OUTSIDE	\$1010.00	\$500.00
<i>ONE BEDROOM:</i>		
INSIDE	\$1,370.00	\$500.00
OUTSIDE	\$1,390.00	\$500.00
<i>ONE BEDROOM & DEN:</i>		
INSIDE	\$1,820.00	\$500.00
<i>TWO BEDROOM:</i>		
INSIDE	\$1,820.00	\$500.00
OUTSIDE	\$2,000.00 - \$2,325.00	\$500.00

**Note: Inside suites face towards the live atrium
Outside suites have an outdoor balcony**

Rents include basic cable and all utilities

Cats and small birds accepted with an additional \$500.00 deposit

Meal Packages

Meal Package A - \$800 per person

3 meals per day, unlimited tea and coffee, one snack and one juice

Meal Package B - \$575 per person

2 meals per day (breakfast **or** lunch **and** supper), and unlimited tea and coffee and one snack, one juice

Punch Cards - 10 meals per card, includes coffee, tea, or hot chocolate

Dinner - \$110

Breakfast or Lunch - \$85

Meal Packages and Punch Cards are only available to residents of the Centre.

Meal Packages and Punch Cards are not applicable for use at buffets or special events.

Please treat the Punch Cards as cash. The Centre will not replace lost, stolen, or unused punch cards

