

CEDARBROOK PARK CO-OPERATIVE HOMES INC.

36-435 Markham Road, Scarborough, Ontario, M1J 3C8

416-431-3870

Email: cedarbrookparkcoop@gmail.com

APPLICATION FOR MEMEBERSHIP AND ACCOMODATION

We realise that this application asks for a great deal of information. There is a reason for asking each question. Please note that all personal information given here is strictly for the use of the Co-op in evaluating your request for membership.

ALL INFORMATION SHALL BE KEPT CONFIDENTIAL

Applicant

Name: _____

Address: _____

Postal Code: _____

Telephone: _____

Please indicate the best time that the Membership Committee can call you to arrange your interview!!

Business: _____

S.I.N.: _____

Birth date: _____

Co-Applicant

Name: _____

Address: _____

Postal Code: _____

Telephone: _____

Business: _____

S.I.N. _____

Birth date: _____

FOR CO-OP USE ONLY

Date Received: _____

Application Number: _____

Fee Paid: _____

Proof of Income: _____

Date Interviewed: _____

Interviewers: _____

HOUSEHOLD INFORMATION:

Complete for all members of the household

Surname: Given Name: Birth date: Relationship to Applicant:

**Current Landlord's name
And telephone number:**

**If less than 2 years give previous
Landlord's name and number**

Present Rent: _____ Include Utilities? _____

May we use your landlord as a reference? _____

How much notice must you give your landlord that you are moving? _____

If not, please give a reason _____

Size of unit requested: Three Bedroom _____ Four Bedroom _____

EMPLOYMENT INFORMATION:

All applicants are requested to submit income verification with the application

Applicant:

Co-Applicant:

Occupation: _____

Occupation: _____

Employer: _____

Employer: _____

Address: _____

Address: _____

Phone Number: _____

Phone Number: _____

Length of time with this employer:

Length of time with this employer:

**If less than 2 years:
Previous Employer:**

Occupation: _____

Other sources of income: List source if not presently employed.

BANK ACCOUNTS: Bank, Branch, and Account Number(s)

Why would you like to live in this co-op?

How did you hear about our co-op?

Do you have any experience or interest in co-ops or other community organizations for example, Food Co-ops, Credit Unions, or any such associations?

Do you have any hobbies or extracurricular activities?

PETS: What Kind _____ How Many _____

VEHICLES: Number of licensed drivers in your household _____

Number of vehicles _____

Do you have any questions or concerns pertaining to co-op living?

CEDARBROOK PARK CO-OPERATIVE INC.

ACCEPTABLE FORMS OF INCOME:

IF YOU HAVE A FULL-TIME OR PART-TIME JOB:

Four most recent pay stubs that show your gross earnings and hours.

IF YOU ONLY WORK PART OF THE YEAR:

A certified copy of your last income tax assessment (call Revenue Canada), and T4 slips, as well as a letter from your current employer, giving an estimate of your earnings for the next twelve months.

IF YOU ARE RECEIVING SOCIAL ASSISTANCE:

(WELFARE, FAMILY BENEFITS)

Your most recent cheque stub and a copy of your most recent drug benefits card

IF YOU RECEIVE A PENSION:

Copies of your pension cheques OR the slips sent with your cheques OR If your pensions are automatically deposited into your bank account, please provide copies of your bank records or ask for a pension verification form.

IF YOU ARE SELF EMPLOYED:

A letter of financial statement from a chartered accountant showing: The net income and total withdrawals from your business as personal salary for the last year.

OR

A statutory declaration, sworn before either a notary public or a commissioner of oaths, of your earnings in the past year and projected earnings for the past twelve months.

PLEASE READ CAREFULLY:

I/WE Understand that to be eligible to occupy a housing unit I/WE must become a member of Cedarbrook Park Co-operative and sign the Occupancy Agreement. I support the Co-operative principles and am interested in becoming a member.

I have enclosed with this application, \$20.00 (cheque, money order or interact payment) for each applicant eighteen years and over as an application fee to cover administrative costs for processing the application.

I understand that once I occupy a housing unit, I shall pay to the co-operative a monthly sum called the “housing charge” to cover the expenses for that unit. (Housing charges include mortgage, principal and interest, taxes, and other common expenses). The housing charge does NOT include utilities.

I further understand that within four days of notification of unit assignment I shall pay a deposit by certified cheque, money order or interact debit payment equal to the amount of one month’s housing charge, to hold the unit. This deposit shall be applied to the last months housing charge. When keys are received, a certified cheque, money order or interact payment for the balance of first month’s housing charge, the maintenance guarantee (one half of a month’s housing charge) and a one-time membership fee (\$15.00 per member) is payable.

I declare this information to be correct and authorize the co-operative to verify all or any of the information herein and to perform a credit check.

I understand that failure to submit accurate information will result in immediate rejection of this application for membership.

APPLICANT

CO-APPLICANT

Signature

Signature

Date

Date

PLEASE MAKE YOUR CHEQUE OR MONEY ORDER PAYABLE TO:

Cedarbrook Park Co-operative Homes Inc.

Or

Payments can be made by INTERACT in the Co-op office.

THE CO-OP DOES NOT ACCEPT CASH PAYMENTS.