



## TI'NU HOUSING RENTAL APPLICATION

### Document Checklist

Please use the document checklist below to ensure all your paperwork is in order. Please refer to the applicant section for the additional documents required for your application submission.

#### All Applicants

- Application completed in full
- 2 Pieces of ID (one with photo and one confirming legal status in Canada)
- 2016 Tax Notice of Assessment

#### Employment: Each tenant must meet PARKS CANADA NEED TO RESIDE CRITERIA

- 3 Months most recent pay slips or signed offer of employment (at least one applicant must have Banff employment)

OR

- Record of Employment (ROE) or Letter of Employment from employer (if applying as an employee on formal leave - i.e. medical leave)

#### Self – Employed: Each tenant must meet PARKS CANADA NEED TO RESIDE CRITERIA

- Business License
- Proof of business ownership

#### Banff Retired/ Disability Benefit: Each tenant must meet PARKS CANADA NEED TO RESIDE CRITERIA

- Verification of pension or disability benefit

AND

- Proof of past employment in Banff:
  - Five (5) years T4 Statements of Remuneration paid from a BANFF Employer or
  - Records of Employment supporting five (5) years of work in BANFF

OR

- Proof of Long Term Residency:  Five years (5) BANFF residency information within the last ten years. i.e. lease agreements

#### Suitability for Tenancy: All applicants (Children excluded) must have at least one positive landlord reference

- Landlord/property manager reference – Have you informed your landlord you are using them as a reference?