SECTION 1 – APPLICANT INFORMATION

Name of Primary Applicant

Client number

SECTION 2: REQUESTED CHANGES

To separate an application:

I wish to separate my application from   (Name on Application)
and create my own application.

To add someone to your application:

They must:

Complete a new application form with their information only

Include a copy of their citizenship status (e.g. Canadian birth certificate, Canadian passport, permanent resident information, etc.) with the application and mail to:

Housing Access Unit
Housing Services, 5th Floor
The Regional Municipality of York
17150 Yonge Street
Newmarket, ON L3Y 8V3

Please provide the name of the person you would like added

When the application is received, the Housing Access Unit will assess eligibility for this person. If eligible, they will be added to your application.

To remove a household member from your application

Please submit the name of the person to be removed

This person must provide a letter explaining the reason to be removed.

Signature of Primary Applicant   Date (mm/dd/yy)