

HOME IN PEEL AFFORDABLE OWNERSHIP PROGRAM

Application Form

The Home in Peel Affordable Ownership Program is designed to provide low to moderate income residents who are currently renting with the opportunity to qualify for down payment loan assistance to buy a home.

The program will assist eligible applicants who have a total annual gross income of less than **\$80,000**, combined for all purchasers, to purchase a home in the Region of Peel that does not exceed the purchase price of **\$280,000**.

Applicants must be 18 years of age or older and can not already own a home, or interest in a home, inside or outside of Canada.

Applicants must be able to independently qualify for mortgage financing and must submit a mortgage pre-approval from a Canada Mortgage and Housing Corporation (CMHC) approved and insured lender with their application.

Applicants will have 120 days from their date of program approval to submit a Conditional Offer of Purchase and Sale to the attention of the Region of Peel representative.

This is a secured forgivable loan for down payment assistance only. You are responsible for all other related closing costs.

Approved applicants will receive a down payment loan of **\$15,000** to be applied towards the down payment on the purchase price of an eligible home located in the Region of Peel.

Should no default occur, the down payment loan will become forgivable on the 20th anniversary date of the purchase of the home.

If you meet the above requirements and would like to apply for the Affordable Ownership Program, complete this application and return it with the requested documents to:

Home in Peel
Affordable Ownership Program
Region of Peel, Human Services
10 Peel Centre Drive, Suite B, 5th Floor,
P O Box 2800, STN B,
Brampton, ON L6T 0E7

905-453-1300

APPLICATION CHECKLIST

The following information must be attached to your Home in Peel Affordable Home Ownership application:

<input type="checkbox"/> Income Tax Assessment	<p>Copies of your previous year Revenue Canada Income Tax Assessment (Notice of Assessment) for each household member who will be considered a purchaser and registered owner. An example of a Notice of Assessment can be found on page 7 of this application.</p>
<input type="checkbox"/> Mortgage Pre-approval	<p>All household members 18 years of age or older who will be considered a purchaser and registered owner must qualify for a mortgage pre-approval from a Canada Mortgage and Housing Corporation (CMHC) approved and insured lender. For a list of lenders refer to page 8 of this application or visit: http://www.cmhc-chl.gc.ca/en/co/moloin/upload/List-of-Approved-Lenders.pdf</p>
<input type="checkbox"/> Proof of Income	<p>Copies of all current income verification must be provided for all sources of income for each household member who will be considered a purchaser and registered owner.</p>
<input type="checkbox"/> Proof of Identity	<p>Two copies of identification, one of which must have a current photo on it. This is required for each household member 18 years of age or older who will be considered a purchaser and registered owner.</p>
<input type="checkbox"/> Signed Application	<p>All household members 18 years of age or older who will be considered a purchaser and registered owner must sign the application form.</p>
<input type="checkbox"/> Landlord Letter	<p>If you live with a private landlord, provide a letter confirming your renter status or a copy of your current tenancy agreement.</p>

*Thank you for your interest in the
Home in Peel Affordable Ownership Program.*

Purchaser Information

Note: Please use black ink only

Purchaser 1						
Last Name			First Name			
Street Address			Unit #	City		Postal Code
Home Phone		Cell Phone		Business Phone		
Date of Birth (mm/dd/yyyy)	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Common-Law	<input type="checkbox"/> Widow/er	<input type="checkbox"/> Divorced	Your Monthly Rent Amount \$ _____ /mo.	
Landlord's Name		Landlord's Phone Number			Social Insurance Number	
Landlord's Address						
Are you currently living in social housing? (e.g. Peel Living) <input type="checkbox"/> Yes <input type="checkbox"/> No						
Do you own a home or interest in a home inside Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No						
Do you own a home or interest in a home outside Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No						

Purchaser 2 (if applicable)						
Last Name			First Name			
Street Address			Unit #	City		Postal Code
Home Phone		Cell Phone		Business Phone		
Date of Birth (mm/dd/yyyy)	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Common-Law	<input type="checkbox"/> Widow/er	<input type="checkbox"/> Divorced	Your Monthly Rent Amount \$ _____ /mo.	
Landlord's Name		Landlord's Phone Number			Social Insurance Number	
Landlord's Address						
Are you currently living in social housing? (e.g. Peel Living) <input type="checkbox"/> Yes <input type="checkbox"/> No						
Do you own a home or interest in a home inside Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No						
Do you own a home or interest in a home outside Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No						

Purchaser 3 (if applicable)					
Last Name			First Name		
Street Address		Unit #	City		Postal Code
Home Phone		Cell Phone		Business Phone	
Date of Birth (mm/dd/yyyy)	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Widow/er <input type="checkbox"/> Divorced <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Common-Law	Your Monthly Rent Amount \$ /mo.		
Landlord's Name		Landlord's Phone Number		Social Insurance Number	
Landlord's Address					
Are you currently living in social housing? (e.g. Peel Living) <input type="checkbox"/> Yes <input type="checkbox"/> No					
Do you own a home or interest in a home inside Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Do you own a home or interest in a home outside Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No					

Purchaser Income Information

Purchaser 1					
Indicate applicable annual gross income and include annual gross total:					
<input type="checkbox"/> Employment/Self employment	\$	/yr	<input type="checkbox"/> OW (Ontario Works)	\$	/yr
<input type="checkbox"/> EI (Employment Insurance)	\$	/yr	<input type="checkbox"/> Pensions	\$	/yr
<input type="checkbox"/> WSIB (Workplace Safety and Insurance Board)	\$	/yr	<input type="checkbox"/> Other Income	\$	/yr
<input type="checkbox"/> ODSP (Ontario Disability Support Pension)	\$	/yr	Purchaser 1 Gross Annual Income = \$		/yr
Purchaser 2					
Indicate applicable annual gross income and include annual gross total:					
<input type="checkbox"/> Employment/Self employment	\$	/yr	<input type="checkbox"/> OW (Ontario Works)	\$	/yr
<input type="checkbox"/> EI (Employment Insurance)	\$	/yr	<input type="checkbox"/> Pensions	\$	/yr
<input type="checkbox"/> WSIB (Workplace Safety and Insurance Board)	\$	/yr	<input type="checkbox"/> Other Income	\$	/yr
<input type="checkbox"/> ODSP (Ontario Disability Support Pension)	\$	/yr	Purchaser 2 Gross Annual Income = \$		/yr
Purchaser 3 (if applicable)					
Indicate applicable annual gross income and include annual gross total:					
<input type="checkbox"/> Employment/Self employment	\$	/yr	<input type="checkbox"/> OW (Ontario Works)	\$	/yr
<input type="checkbox"/> EI (Employment Insurance)	\$	/yr	<input type="checkbox"/> Pensions	\$	/yr
<input type="checkbox"/> WSIB (Workplace Safety and Insurance Board)	\$	/yr	<input type="checkbox"/> Other Income	\$	/yr
<input type="checkbox"/> ODSP (Ontario Disability Support Pension)	\$	/yr	Purchaser 3 Gross Annual Income = \$		/yr
Annual Gross Household Income (add Purchaser 1+2+3) = \$ /yr.					

Acknowledgement / Declaration:

I/we understand that this is an application for a forgivable down payment loan. I/we hereby declare and certify that the above information is correct and true. I/we understand that providing false information will disqualify me/us from program participation.

I/we understand that by completing this application I/we give the Region of Peel authority to contact my/our present landlord to verify the information I/we have provided.

I/we understand that the information collected on this document and any attachments are collected by the Region of Peel to determine my/our initial and ongoing eligibility for this program.

I/we understand that that the information in this application form and any attachments may be shared with the Canada Mortgage and Housing Corporation for program reporting requirements and I/we consent to the release of the information provided.

I/we understand that I/we may be contacted in the future by the Region of Peel or Canada Mortgage and Housing Corporation to participate in surveys relating to this program and other future related housing initiatives and/or programs and I/we consent to the release of the information provided.

All persons 18 years of age or older who will be purchasers or registered owners must sign below

Purchaser 1
Name (please print)
Signature
Date (mm/dd/yyyy)
Purchaser 2 (if applicable)
Name (please print)
Signature
Date (mm/dd/yyyy)
Purchaser 3 (if applicable)
Name (please print)
Signature
Date (mm/dd/yyyy)

Questions about the collection of this information should be directed to: The Region of Peel, Human Services department, Supervisor, Document Services, 10 Peel Centre Drive, Suite B, PO Box 2800, STN B, 3rd floor, Brampton, ON L6T 0E7, or by telephone at 905-791-7800.

Examples of Possible Sources of Income

Pensions and Allowances

- Old Age Security (OAS)
- Guaranteed Income Supplement (GIS)
- Guaranteed Annual Income Supplement (GAINS)
- Ontario Disability Support Payment (ODSP)
- Canada Pension Plan (CPP)
- Quebec Pension Plan (QPP)
- Widow/Orphan Pension
- Company Pension
- Private Pension
- Public Service Pension
- Social Security (other countries)
- War Veteran's Allowance (DVA)
- War veteran's allowance (other countries)
- Military or Militia or Civil Defense Allowance
- Training/retraining allowance
- Civilian War Pension
- Disability Pension
- Foreign Pension

Other Sources of Income

- Employment (full-time, part-time, casual, seasonal, temporary jobs)
- Self-Employment (child care provider, driver, cleaner, etc.)
- Workplace Safety and Insurance Board benefit (WSIB)
- Insurance payment
- Ontario Works payment (OW)
- Employment Insurance (EI) payment
- Payment under Compensation for Victims of Crime Act
- Payment from Official Guardian or Public Trustee
- Payment from Children's Aid Society (CAS) or Catholic Children's Aid Society (CCAS)
- Separation payment
- Alimony payment
- Support payment (for spouse or child)
- Support from relatives or other sources
- One-time lump-sum payment (inheritances, court and out-of-court settlements)

Definition of Income Information

“**Gross Household Income**” means, for all people living in the unit, all income, benefits, and gains of every kind that you receive or may be entitled to, **before deductions**, from every source, domestic or foreign, including but not limited to:

- a) gross salaries, wages, overtime payments, commissions, bonuses, tips, gratuities;
- b) grant, scholarship or bursary payments;
- c) the greater of the net income from the business or the total withdrawals from the business as personal salary or other benefits of anyone who is self-employed in a business;
- d) the gross amount of unemployment insurance benefits;
- e) the gross amount of workers' compensation payments or other industrial accident insurance payments made because of illness or disability;
- f) the gross amount of any old age security, federal guaranteed income supplement and spouse's allowance and financial assistance;
- h) the gross amount of any old age pension, allowance, benefit and annuity whether from a federal, provincial or municipal government of Canada or any level of government of any other country or state or from any other source; and
- i) the gross amount of alimony, separation, maintenance or support payments.

APPENDIX :

Example of a Notice of Assessment:

Canada Revenue Agency		Agence du revenu du Canada		NOTICE OF ASSESSMENT		T451 E (08)
Date	Name	Social insurance no.	Tax year	Tax centre Sudbury ON P3A 5C1		2
Summary						0038291
Line	Description	\$ Amount				
150	Total income	43,574				
	Deductions from total income	11,000				
236	Net income	32,574				
260	Taxable income	32,574				
350	Total federal non-refundable tax credits	4,034				
6150	Total Ontario non-refundable tax credits	1,119				
420	Net federal tax	852.10				
428	Net Ontario tax	300.00				
435	Total payable	1,152.10				
437	Total income tax deducted	5,479.00				
	Subtotal credits	5,479.00				
	Ontario property tax credit	127.99				
	Ontario sales tax credit	48.84				
479	Total Ontario tax credits	176.83				
482	Total credits	5,655.83				
	(Total payable minus Total credits)	(4,503.73)				
	Balance from this assessment	CR	4,503.73			
	Direct deposit	CR	4,503.73			

List of Active NHA Approved Lenders

AGF Trust Company	CS Alterna Bank	MCAP Service Corporation
Alberta Motor Association Insurance Company	Desjardins Credit Union	Merrill Lynch Canada Inc.
Alberta Treasury Branches	Desjardins Financial Security Life Assurance	Merrill Lynch Capital Canada
All Nations Trust Co.	Duca Financial Services CU Ltd.	Montreal Trust Co. of Canada
Alliance des caisses populaires de l'Ontario Ltée	Dundee Bank of Canada	Montrose Mortgage Corp. Ltd.
Alterna Savings and Credit Union	Effort Trust Company	Murray & Company Holdings Ltd.
AMA Financial Services Ltd.	Empire Life Insurance Co.	myNext Mortgage Company
Assumption Mutual Life Ins Co.	Equitable Life Insurance Company Canada	National Bank of Canada
Aylmer & Sherbrooke Investments	Equitable Trust Company (The)	National Bank Trust Inc.
B2B Trust	Fédération des caisses Desjardins du Québec	National Trust Company
Bank of Montreal	Fédération des caisses populaires Acadiennes Ltée	New Brunswick Housing Corp.
Bank of Montreal Mortgage Corp.	Fédération des caisses populaires de l'Ontario Inc.	Newfoundland & Labrador CU Ltd.
Bank of Nova Scotia	Fédération des caisses populaires du Manitoba Inc.	North York CU Ltd.
Bank West	Fiducie Desjardins Inc.	Ontario Infrastructure Projects Corporation
BC Housing Management Commission	First National Financial General Partnership Corp.	Ontario Municipal Employees Retirement Board OMERS
BCP Bank Canada	First Nations Bank of Canada	P.E.I. Housing Corp.
BNP Paribas (Canada)	FirstSask CU	PACIFIC & WESTERN Bank of Canada
Bridgewater Bank	GMAC Commercial Mortgage	Paradigm Quest
Brunswick Credit Union Federation Ltd.	GMAC Residential Funding of Canada Ltd	Peace Hills Trust Company
Caisse Centrale Desjardins du Québec	GMIC Inc.	Peoples Trust Company
Canada Life Assurance Co.	Great West Life Assurance Co.	Prêts Hypothécaires CDPQ inc.
Canada Mortgage and Housing Corp.	Home Trust Company	Promutuel Capital, Société Fiducie
Canada Trust Company	Household Trust Company	PW Capital Inc.
Canada Trustco Mortgage Co.	HSBC Bank Canada	ResMor Trust Company
Canadian Imperial Bank of Commerce	HSBC Trust Company (Canada)	RBC Life Insurance
Canadian Mortgage Capital Corp	ICICI Bank Canada	Royal Bank of Canada
Canadian Mortgage Loan Services Ltd	I.G. Investment Management Ltd.	Royal Trust Company
Canadian Western Bank	Industrial Alliance Insurance & Financial Services	Royal Trust Corporation of Canada
Canadian Western Trust Company	Industrial-Alliance Pacific	Scotia Mortgage Corporation
Central 1 Credit Union	ING Bank of Canada	Société de Fiducie Natcan
CIBC Mortgages Inc. (CMI)	Investors Group Trust Co. Ltd.	SSQ, Société d'assurance-vie
CIBC Mtgs Inc./FirstLine Mtgs.	Investors Syndicate Ltd.	Standard Life Assurance Co.
CIBC Trust Corporation	La Capitale Civil Service Insurer Inc.	State Bank of India (Canada)
Citibank Canada	Lambton Financial CU Ltd.	St-Stanislaus-St-Casimir's Polish CU
Citizens Bank of Canada	Laurentian Bank of Canada	Street Capital
Clarica Trust Company	Laurentian Trust of Canada Inc	Sun Life Assurance Co. Canada
Community Trust	League Savings and Mortgage. Co.	The Fire Department Employees CU Ltd.
Concentra Financial Services Association	London Life Insurance Co.	Toronto-Dominion Bank
CONEXUS Credit Union 2006.	M.R.S. Trust Company	Transamerica Life Canada
Cooperators Life Insurance Co.	Macquarie Financial Ltd.	Ubiquity Bank of Canada
CPF Advisory Services Ltd.	Manitoba Housing, & Renewal Corp.	Union du Canada Assurance Vie
Credit Union Central Alberta Ltd.	Manufacturers Life Ins. Co.	Union Life Mutual Assurance Co
Credit Union Central Nova Scotia	Manulife Bank of Canada	Vancouver City Savings CU
Credit Union Central of Manitoba Ltd.	Maple Trust Company	Wawanesa Life Insurance Co.
Credit Union Central of Ontario	MCAP Financial Corporation	Xceed Mortgage Corporation
Credit Union Central of Saskatchewan		* To be verified and updated by CMHC