Thank you for your interest in applying to Coal Harbour Housing Co-operative. Coal Harbour Co-op is located in one of the best, if not the best locations in the Lower Mainland, with Stanley Park and the Seawall a few steps away.

This package includes an application and a fact sheet, which gives some essential information about our Co-operative. Please read this information carefully, it will help you to understand the advantages and responsibilities of being part of a Housing Co-operative, and what our particular co-op has to offer.

If you are willing to make a commitment to this type of community living, we’d be happy to process your application. Please complete the application form and it to our office. Our member selection process involves several steps.

**INTERVIEW:** When a suite becomes available, applicants who qualify (based on occupancy and income requirements for the unit) will be invited to attend an interview with representatives of our Membership Committee. The interview will give us a chance to explain how our Co-op works, to discuss how our Participation Policies match your volunteer skills and interests and to answer your questions. Families being interviewed will be asked to provide copies of last year’s Notice of Assessment from Canada Revenue Agency, and last three consecutive paycheques.

**SCREENING:** We check the landlord references, employment and credit histories of all applicants.

**APPROVAL BY OUR BOARD OF DIRECTORS:** Our elected Board of Directors has the final responsibility for approving applications, based on the recommendations of our Membership and Finance Committees.

**SIGN-UP AND SHARE PURCHASE:** When you accept the offered unit, you will be contacted by the Membership Committee. The committee will arrange an appointment for you to sign your lease and other documents and to pay for your share.

All personal information will be used in strict confidence by the Co-op to evaluate your application. Due to the number of applications we are unable to acknowledge every application. The number of vacancies varies from year to year. Applications will be kept on file if meeting Co-op requirements. Receipt of your application only places you into the waiting pool; it does not guarantee you will be selected or interviewed for membership during this period. If your situation changes, provide us with those updates via mail setting out information so that we may locate your original application; or just send in a new application.
COAL HARBOUR HOUSING CO-OPERATIVE
APPLICATION FOR MEMBERSHIP

How did you hear about us?

Internet _________ Coal Harbour co-op Member________________________ (name)
Scoop _________ Other________________________________________________

Current MONTHLY MARKET HOUSING CHARGES:
NOTE: Market rates are tied to mortgage and other expenses, which fluctuate annually. These rates may change from year to year and are usually adjusted each year as part of the annual budget process. 40% of co-op members pay market rents as set out below:

<table>
<thead>
<tr>
<th>Bedroom Type</th>
<th>Monthly Charge</th>
<th>Maximum Annual Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Bedroom</td>
<td>$1,133.00</td>
<td>$67,980.00</td>
</tr>
<tr>
<td>2 Bedroom</td>
<td>$1,415.00</td>
<td>$84,900.00</td>
</tr>
<tr>
<td>3 Bedroom</td>
<td>$1,604.00</td>
<td>$96,240.00</td>
</tr>
<tr>
<td>3 Bedroom Townhouse</td>
<td>$1,811.00</td>
<td>$108,660.00</td>
</tr>
<tr>
<td>4 Bedroom Townhouse</td>
<td>$1,906.00</td>
<td>$114,360.00</td>
</tr>
</tbody>
</table>

How many bedrooms do you need? 1/2/3/4 __________________________
Do you need a wheelchair accessible suite? ______________________

*Please note that you must comply with occupancy requirements on fact sheet*

[NOTICE TO 1 BEDROOM APPLICANTS: Due to the high volume of 1 bedroom applicants in the waiting list – we are no longer accepting applications for regular 1 BR units – only applicants qualifying for a “wheelchair accessible 1 bedroom” will be accepted at this time].

APPLICANT:
LAST NAME _____________________ FIRST NAME _____________________
STREET ADDRESS ______________________________ POSTAL CODE ____________
CITY, PROVINCE ____________________________
HOME/CELL PHONE __________________ WORK PHONE __________________

CO-APPLICANT:
LAST NAME ________________ FIRST NAME ______________________
HOME/CELL PHONE ________________ WORK PHONE __________________

OTHER ADULTS INTENDING TO RESIDE IN THE UNIT:
NAME ___________________ RELATIONSHIP ___________________ BIRTHDATE ____________
________________________________________________________________
________________________________________________________________
________________________________________________________________
________________________________________________________________

NAMES, GENDER AND BIRTHDATES OF CHILDREN WHO WILL RESIDE IN THE UNIT:
________________________________________________________________
________________________________________________________________
________________________________________________________________
________________________________________________________________
________________________________________________________________
________________________________________________________________

Coal Harbour Housing Co-operative Membership Application
VEHICLE:
Type: ____________________ Licence Plate: _____________________________

PETS: The co-op requires that all pets be spayed/neutered with up-to-date vaccinations. Maximum weight 50 lbs.

<table>
<thead>
<tr>
<th>Type</th>
<th>Breed</th>
<th>Weight</th>
<th>Spayed/Neutered</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Do you (Check one): Rent ____ Own ____ Co-op ____ Other ______

Current Rent: __________________

Residences & Landlord for the past 3 years (most recent first):

<table>
<thead>
<tr>
<th>Address</th>
<th>Landlord</th>
<th>Phone #</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

PERSONAL REFERENCES:
Please provide us with two references that are not relatives.

<table>
<thead>
<tr>
<th>NAME</th>
<th>ADDRESS</th>
<th>PHONE #</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<tr>
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<td></td>
</tr>
</tbody>
</table>

VOLUNTEER ACTIVITIES: Please list all volunteer activities that you and your family have participated in during the past two years:

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

Please list any skills /talents you will contribute to our co-op:

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
According to the structure of the co-operative movement and the agreement you will sign prior to move-in you will be expected to attend general meetings, actively participate on a committee, help out during ad hoc work parties, perform routine cleaning duties from the chore roster and possibly serve on the Board of Directors. Will you (and co-applicant, if applicable) commit to this participation?

Yes _____ No _____ If not, please explain
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

APPLICANT'S EMPLOYMENT HISTORY

1. 
Company 
Position 
Length of Employment 

Supervisor's Name 
Phone # 
Address 

2. 
Company 
Position 
Length of Employment 

Supervisor's Name 
Phone # 
Address 

3. 
Company 
Position 
Length of Employment 

Supervisor's Name 
Phone # 
Address 

CO-APPLICANT'S CURRENT EMPLOYMENT:

Company 
Position 
Length of Employment 

Supervisor's Name 
Phone # 
Address 

Coal Harbour Housing Co-operative Membership Application 4
**CONFIDENTIAL**

**INCOME SECTION:**

<table>
<thead>
<tr>
<th></th>
<th>Regular Gross Monthly Income</th>
<th>All Other Income/Month</th>
</tr>
</thead>
<tbody>
<tr>
<td>APPLICANT:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CO-APPLICANT:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHILDREN:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OTHER ADULTS:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Proof of income will be required in the interview process (copies of last 3 pay stubs; notice of tax assessments for the last one or two years constitutes proof)*

Please indicate here if you expect any significant changes in your income during the next 12 months. Please give approximate date and reason:

__________________________________________________________________________

________________________________________

Applicant’s Social Insurance #: ______________________

Applicant’s Birth date: ____________________________

Co-Applicant’s Social Insurance #: ____________________

Co-Applicant’s Birth date: __________________________
COAL HARBOUR HOUSING CO-OPERATIVE
CONSENT FORM

I HEREBY AUTHORIZE Coal Harbour Housing Co-operative, to obtain such reports or other information as may be deemed necessary in connection with the establishment and maintenance of a credit account or for any other direct business requirement in connection with my application for membership.

I UNDERSTAND that providing the co-operative with false or misleading financial information could result in termination or rejection of application of membership.

Dated at: ______________________, B.C. This _____ day of __________, 20 __

__________________________________________________________________
Applicant’s Full Printed Name                     Co-Applicant’s Full Printed Name

__________________________________________________________________
Applicant’s Signature                                     Co-Applicant’s Signature

FOR INTERNAL CO-OP USE ONLY:

Employment history confirmed by: __________________ Date: ____________

Landlord Check confirmed by: ____________________ Date: ____________

Credit Bureau Report Checked by: ____________ Date: ____________

Membership Committee Recommendation: ________________________________

Name                          Position

Board Recommendation: ________________________________

__________________________________________________________________

Comments: ____________________________________________

Coal Harbour Housing Co-operative Membership Application 6