



## Habitat for Humanity PEI Home Partnership Application

*All information on this application will remain confidential.  
Please ensure that all questions are answered. Incomplete, untrue  
or misleading statements on this application may result in rejection.*

If you need help filling out this form please phone the affiliate office 367 - 3559

Date \_\_\_\_\_

### PERSONAL INFORMATION:

1. First name \_\_\_\_\_ Initial \_\_\_\_\_ Surname \_\_\_\_\_
2. Social Insurance Number \_\_\_\_\_
3. Current Phone number: Home \_\_\_\_\_ Work \_\_\_\_\_  
Cell # \_\_\_\_\_ Email \_\_\_\_\_
4. Co-applicant's name: \_\_\_\_\_ Initial \_\_\_\_\_ Surname \_\_\_\_\_  
Cell # \_\_\_\_\_ Email \_\_\_\_\_
5. Co- applicant's Social Insurance Number : \_\_\_\_\_
6. Co-applicant's relationship to you: \_\_\_\_\_
7. Current address:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. How long have you lived at this address? \_\_\_\_\_
9. If less than 1 year, what was your previous address? \_\_\_\_\_

10. List the names of all the people who will live in your Habitat home, beginning with yourself.

Name (First/Middle/Last)	Date of Birth	Gender	Relationship

**CURRENT HOUSING INFORMATION:**

- Is your current housing: Owned? \_\_\_\_\_ Rented?
- Have you ever owned a home and been named on the mortgage? \_\_\_\_\_
- If renting, what is your monthly rent?
- Monthly heat costs if not included in rent?
- Monthly electricity costs if not included in rent?
- How many rooms do you have in your current home ?  
 \_\_\_ Bedrooms \_\_\_ Kitchen \_\_\_ Living Room \_\_\_ Bathroom  
 \_\_\_ Dining Room \_\_\_ Other (Specify) -----
- Landlord: Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone : \_\_\_\_\_

8. Describe the ways in which your current housing is inadequate.

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Use separate sheet if space not sufficient.

**FINANCIAL INFORMATION**

1. **Earned Income** - of Applicant, Co-applicant and others over 18 years

Name of Employee	Employer	How many hours per week?	How long have you worked here?	Weekly income before taxes	Full time, Part time, Seasonal*

\*If seasonal explain details

2. **Previous Employers** (If less than 2 years on present job.)

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3. **All Other Income: for applicant, co-applicant, all adults over 18 years living with applicant:** Include Employment Insurance, Canada Pension, Old Age Security, Guaranteed Income Supplement, Disability Pension, Worker's Compensation, Investment Income, Child Tax Benefit, Child Support Payments, Alimony, Social Assistance, Maintenance Support, Child Care Credit, Other.

Name	Source of Income	Expected Termination date.	Monthly Amount

4. **Present Assets including their current value:** car, land, recreational vehicles, stocks, bonds, investments etc.

Type of asset	Current value	For Committee use

5. **Current Debts** include all credit cards, loans, overdrafts, electricity, telephone, fuel oil, car payment, Federal, Provincial or Municipal government, student loans, etc.

Type of Debt	Name of Creditor	Monthly Payment or other arrangement	Outstanding Balance
Totals			

6. **References:** List 3 people who could be used as references- one of whom may be a relative.

Name	Occupation	Address	Phone

7. **Please attach a copy of:**

1. **A recent pay stub from your current employer(s)**
2. **Your Notice of Income Tax Assessment for the past two years. This is the form returned to you when you submitted your Income Tax Return (ph# 1-800 959 8281)**
3. **Your Canada Child Tax Benefit / Supplement Statement (ph# 1-800 387 1193)**
4. **Verification of all other income.**

The undersigned applicant(s) applies for a Habitat home and a no-interest loan to finance the purchase price of the home. Applicant(s) authorizes Habitat for Humanity PEI to evaluate applicant's actual need for a Habitat home, ability to repay the loan, other expenses of home ownership, and willingness to participate in the Habitat partnership. The evaluation will include personal home visits with applicants, mandatory credit check, and possible contact of references and employers. **All information will remain confidential.**

By signing below, the applicant(s) warrants the information on this application to be accurate and true, and authorizes the release of information pertinent to this application. The applicant(s) also agrees to supply additional up-to-date information when requested.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**If you need help in filling out this form, please phone the office at 367-3559**

## Habitat for Humanity Sweat Equity Policy

Any family chosen to receive a HFH PEI home must provide 500 hours of Sweat Equity work **prior** to receiving the keys to their new home. These Sweat Equity hours may include both Habitat-related and Community-related work. A portion of these hours can be contributed by people recruited to the build by the selected family. The first 100 hours must be completed by the applicant(s) before the build begins.

A maximum of 100 of the applicant's hours may be community related but must **pre-approved** by the Chair of the Family Committee and **signed** by the supervisor of the community organization before they can be "credited".

A minimum of 80 % of the applicant's Sweat Equity hours (400 hours) must be Habitat related.

It is the responsibility of the Partner Family to ensure that ALL sweat equity hours are properly recorded in the Sweat Equity Log Book, and copies submitted regularly to the Family Committee Representative.

HFH PEI will not pay you or compensate you for any of these sweat equity hours in the event that you and your family decide to leave the Habitat partnership or your application is otherwise terminated.

Any deviation from this policy must be approved by the HFHPEI Board

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If you are selected for a Habitat home, what will you and your family do to satisfy the sweat equity portion of your mortgage?

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Please sign below to indicate that you understand & are willing to abide by the Sweat Equity Policy

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Return this application to:

Habitat for Humanity PEI

or

Habitat for Humanity PEI Restore

365 Mt. Edward Rd.

35 Jenkins Avenue

Charlottetown, PE

Summerside, PE

C1E 2A1 902-367-3559

C1N 1E3 902-432-7610

Att. Family Committee

Att : Family Committee

**Note: It is recommended that complete Application be submitted by August 1<sup>st</sup> for consideration for a Build the following summer.**