



**APPLICATION FOR SERVICES  
WIIKSAHIQU?IT – A SAFE PLACE  
SAGE HAVEN SOCIETY  
PROGRAM CLIENT**

**What is Second Stage Housing**

- Is a program which includes time limited subsidized housing and specialized support services for clients.
- Is based on a six-month contract with the possibility of renewal for up to 3 times.
- Offers specialized support service to clients.
- Offers specific support services which promote and support a healthy lifestyle.

**Who is eligible to apply?**

- Women with or without children who are impacted by gender-based violence.
- Women who want to make changes in their lives.
- SHS can only house adult males listed as dependents.

**How to apply?**

- Complete the attached application form.
- Fax, email or drop off completed application form to Sage Haven Society.

**What are the conditions of stay?**

- The applicant must be willing to commit to residing without a partner during their residency.
- Applicant must be interested in making self-driven lifestyle changes.
- Applicant agrees to attend and participate in mandatory meetings.

**What are the Basic Rules?**

- No adult male visitors or who identify as male allowed.
- Pets are allowed on a case-by-case basis. Participant is required to complete the Pet Application form. Pet deposit required if accepted.
- No abusive language or violence
- Weapons and illegal substances are not permitted on premises or property.
- Participants are responsible for the upkeep of their own suite and the purchase of their own food.
- Participants are responsible for their own children.

### **What are housing costs?**

- This housing is subsidized by BC Housing and the costs are either 30% of your income or your income assistance shelter portion. Hydro and Wi-Fi are included. Damage deposit and if applicable pet deposit required.

### **Privacy Declaration**

- All personal information collected in this application is for the management of service delivery by Sage Haven Society
- No information will be shared with anyone outside of the organization without the express permission of the applicant/client.

**Please ensure your application is complete and include all additional comments or information that you would like us to know in considering your application.**

**Identification and confirmation of income must be submitted with application.**

**SAGE HAVEN SOCIETY  
WIIKSAHIQU?IT SECOND STAGE HOUSING  
APPLICATION**

Date of application: \_\_\_\_\_ Referred by: \_\_\_\_\_

Referring agency contact information: \_\_\_\_\_

Applicant's full legal name: \_\_\_\_\_

Pronouns: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Please list other names you may be known as: \_\_\_\_\_

Current address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**How long have you been at your current address?** \_\_\_\_\_

**Do you identify as Indigenous?**

If yes, are you:      Status              Non-status              Metis              Inuit

**Languages Spoken:** \_\_\_\_\_

**Immigration Status:** Canadian Citizen      Permanent Resident      Other

If other, please describe: \_\_\_\_\_

**Please circle your preferred form of communication from the numbers you provide below that are safe to reach you:**

Phone/message Number: \_\_\_\_\_ Email: \_\_\_\_\_

Text number: \_\_\_\_\_ Other contact number: \_\_\_\_\_

**Are there any cultural practices you would like us to be aware of?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Family information

- **Household composition:** List yourself on line 1, then list all the other people in your household who will be living with you.

Full name (surname first)	Birthdate DD/MM/YYYY	Age	Gender Identity	Relationship to applicant
1.				Applicant
2.				
3.				
4.				
5.				

*If you require more space for children, please write the information down on a separate piece of paper and attach it to your application.*

**Please Check the unit size requested:**

Studio suite

One bedroom

Two bedrooms

Three bedrooms

**Are you expecting any changes to your household composition in the next year?  
If so, please explain:**

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**Do you have any pets that you will want to bring with you? If so, what type and how many pets? Please give a description of the type and breed of animal, size, and age.**

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Please fill out separate “Pet Application form” and attach it to your application.

**Reason for applying:**

Please note our program is based on everyone’s need for support. Please be specific in answering these questions.

**Please tick the box or boxes that best describe your current circumstances:**

- I received a notice to end tenancy     I am staying in a shelter
- I am leaving an abusive situation     I am staying with friends/family
- I recently completed a recovery /treatment Program
- I am staying in a transition house     I am homeless
- Other – please describe: \_\_\_\_\_

How long since you have had stable housing: Days\_\_\_\_\_ Months: \_\_\_\_\_ Years: \_\_\_\_\_

Please describe your reason for applying to Sage Haven Society Second Stage Housing (Please be specific):

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**Rental History:**

Property owner's name and phone number	Rental Address	Tenancy date: from and to

No references? Please explain:

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**Disability/ Health Issues:**

List all significant disability/health issues experienced by any member of your household. This will enable us to make an informed decision regarding your application.

Name	Disability/Health Issue

**Mobility issues:**

Do you require wheelchair accessible housing?

**What changes/ goals would you like to make while residing at Sage Haven Second Stage Housing?**

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## Income

We ask about your income and source of income to determine whether subsidy would be required for the programs housing charge.

1. **Totally monthly income (do not include Child Tax Benefit).**
2. **Please list income sources and gross monthly amounts (before deductions) for all members of your household, from all sources of income.**

Income source (e.g., Employment, Income Assistance, pensions(s), child Support, etc.)	Amount
1.	
2.	
3.	
4.	
5.	

**Assets:** Please list current value of all assets held by you and members of your household

Cash/Bank Balance	Savings	Value of Real Estate Owned
\$	\$	\$

**The following must be provided with your application:**

Proof of income: check if attached

Identification: check if attached

Appropriate identification could include: BCID, Driver's License, Status Card and/or Birth certificate. One piece of ID is sufficient if it is government issued and has applicant's birthdate and picture.

**Authorization, Declarations, and Understanding:**

**Authorize collection of Personal information:** I authorize Sage Haven Society and/or their representative to make any inquires that are necessary to verify the information given in this application and I authorize any person, corporation, government department, government agency, or social agency to release to the Society any information pertinent to the assessment of my application, Pursuant to the Personal Information protection Act and the Freedom of information and Protection of Privacy ACT.

**Authorize Sharing Information:** I authorize the consent to the Society exchanging (receiving and giving) information about me with credit agencies and my previous landlords with whom I have had dealings. I understand that such information will be a factor in the Society’s decision to provide me with housing.

**Income Documentation:** I understand that I will be required to supply complete income documentation to the Society to confirm whether subsidy would be required for the program’s housing charge. The required documentation will include all sources of income, assets and the three (3) most current months of all bank statements. I understand that such information will be a factor in the Society’s decision to accept me into the Second Stage housing Program.

**Please read and sign if you agree with this statement:**

I understand that this application does not constitute an agreement on the part of Sage haven Society to provide me with rental accommodations.

I certify that all the information given in this application is true, correct, and complete in every respect to the best of my knowledge and, if required by Sage Haven Society, can be verified.

I understand it is my responsibility to advise Sage Haven Society of any changes to the information Provided.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Please Note: This application will be held for a period of one year. Please reapply after one year if you are still interested in our 2<sup>nd</sup> stage housing program.