

Rent Assistance Benefit Application Checklist

Primary Applicant Information	
First Name	Last Name
Required Documentation	
1. Rent Assistance Benefits Application	
2. Income Tax Notice of Assessment for each applicant 22 years of age and older	
3. Lease or Tenancy Agreement for your current rental accommodation.	
4. Government issued identification for each household member. <ul style="list-style-type: none"> For those over 18 years of age or older, please provide a photocopy/scan of a driver's license, passport, residency card, or government issued photo identification; For dependents under 18 years of age, please provide a copy of their provincial health care card, birth certificate, driver's license, passport or government issued photo identification. Copies of your household's personal information will not be kept on file. Upon verification, copies will be securely destroyed. 	
Supporting Documents (as needed)	
1. Copy of AISH benefit statement for each recipient 2. Consent to Release Personal Information Form 3. Permanent Resident or Immigration Status documentation 4. Verification of full-time enrollment in post-secondary education for all household members 22 to 24 years of age. These may include: <ul style="list-style-type: none"> Student funding notice of assessment showing the start and end date of the school term; Letter from the Registrar/School on letterhead confirming attendance as a full-time student; Alberta Works Student Learners Income Support. 5. Proof of Assets include: <ul style="list-style-type: none"> A second vehicle not used for work purposes such as a car, camper, trailer, quad, motorcycle, boat. For second vehicles, please provide copies of loan/payment information so the asset value can be determined; Equity in owned property, home ownership; and Investments such as GICs, mutual funds, RRSPs, cash. 6. Exempt Assets include: <ul style="list-style-type: none"> Household and personal effects (furniture, clothing, electronics); Tax Free Savings Accounts (TFSA); Assets in pension funds, registered disability plans, registered education and retirement savings plans; Tools, agricultural equipment and supplies necessary for a profession or trade; A lump sum payment or refund from the Government of Canada or the Province of Alberta. 	