



CHANGE OF INFORMATION FORM – TENANTS

You are required to tell us:

- If you have started to receive Income Support;
- If the money you make has decreased – you may be able to have your rent lowered;
- If there has been a change in your family members – someone has moved out, birth of a baby etc.

If there is a change you need to tell us about, please complete this form

NAME: _____

ADDRESS: _____

PHONE NUMBERS: HOME: _____

WORK: _____

CELL: _____

Please check off the change(s) that you have had since you last gave us information:

PART A

Change in Income and the Money you make

Who has had a change in their income? _____

Please have your Employer complete the Employer Form or provide a letter from the company or organization to show the change in amount.

PART B

Change in family members

New baby born

Baby's name _____

Baby's birth date _____

Baby is a Boy Girl

Someone has moved out

Name _____

Date changed happened _____

Someone has passed away

Name _____

Date changed happened _____

Someone has moved in

<p>PLEASE NOTE: You must get written permission from Wood Buffalo Housing & Development Corporation before any people, other than those already on your Lease Agreement, can move in.</p>
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Name _____

Birth Date _____

Social Insurance Number _____

How is this person related to you? (*husband, wife, common-law husband or wife, sister, brother, mother, father, friend etc*).

Are they a Canadian Citizen? YES NO

Are they a Permanent Resident? YES NO

If yes, please give us a copy of their Landed Immigrant Papers

Address they last rented _____

Their Landlord's Name _____

Their Landlord's Address _____

Their Landlord's Telephone Number _____

Are they a full-time student? YES NO

Do they receive money or an income from any source?

YES NO

If yes, from where? _____