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1.	<b>IDENTIFICATION</b>	<b>VERIFICATION REQUIRED</b>
	a) Proof of Canadian: Citizenship, Permanent Resident Status or Refugee protection status	Birth certificate(s) or status card(s) for all members living in the household
	b) Social Insurance Number(s)	Visual verification of SIN Card(s) including Applicant & Co-Applicant member 16 years of age and older
2.	<b>ASSETS</b>	<b>VERIFICATION REQUIRED</b>
	a) Bank Accounts	Up-to-date copies of one month's transactions of all bank books and/or statements including spouse & children
	b) RRSPs, GICs, RESPs, Investments	Up-to-date RRSP, RESP, GIC, Investment statements
	c) Bonds, Canada Savings Bonds	Actual Bonds or statement
	d) Properties – Principal Residence & Second Property	Confirmation of value of property, or real estate listing
	e) Life Insurance – Cash Surrender Value & Prepaid Funeral	Copy of Life Insurance policy & prepaid funeral statement
3.	<b>MONTHLY INCOME</b>	<b>VERIFICATION REQUIRED</b>
	*Income Tax Return* and *Notice of Assessment*	Income Tax return and Notice of Assessment (from last year taxes)
	a) Pay stub(s) from employment*	Current, regular pay stub(s) showing gross pay and deductions for past 2 pays (one month of pay stubs)
	b) Self-employment Income	Previous year's personal and business income tax return and financial statements
	c) Employment Insurance (E.I) Income	Current E.I. pay stub
	d) Pension(s), WSIB, CPP, Private Pensions, etc.	Current stub – If you do not have a stub, you can call – 1-800-277-9914 to request your verification of income for your pensions that you receive from the government. You will need to have your social insurance number when you call. You just have to tell them that you need proof of income for your rent.
	e) O.S.A.P. Income	OSAP Assessment summary
	f) Child Support	Separation Agreement or Court Order
	g) Social Assistance, Ontario Works, ODSP	Applicant Case number
4.	<b>MONTHLY EXPENSES</b>	<b>VERIFICATION REQUIRED</b>
	a) Support Payments	Separation agreement or court order & verification of support payments being made

It is the responsibility of all Applicants to inform the KDSB who manages the waitlist of any changes in financial situation or household composition. Failure to do so may result in your application being cancelled and your name removed from the centralized waitlist.