

Dear Applicant,

Thank you for your interest in Misty Ridge Housing Co-operative. The following provides some basic information about our Co-operative.

Misty Ridge is situated at the foot of Burnaby Mountain, in a quiet park-like setting just minutes away from Simon Fraser University, Burnaby Golf Course and Lougheed Mall. We have 70 townhouses comprising of 2, 3, and 4 bedrooms. Attached to each townhouse is a carport that can hold 1 vehicle. A second parking space may be assigned if available.

According to the Co-op Principles and the Agreements at joining Co-operative living, upon acceptance into membership you will be required to attend general meetings. You will also be expected to contribute to the success of the Co-Operative by making decisions at general meetings, improving your community, paying your housing charges on time and being a great neighbor.

Two four-legged pets, which must be registered with the co-op and with the city, are permitted for each home. All dogs and cats over 6 months in age must be spayed or neutered and the Board of Directors may refuse exceptionally large or exotic pets. All household animals are subject to the Pet Policy.

A share purchase is required for membership in the amount of \$3,000.00. These funds are **required prior to move in**. This money is refundable in full, without interest, at the termination of your membership in the Co-operative providing no outstanding monies are owed and there is no damage to your unit. Two (2) calendar months written notice is required for termination of membership.

Housing charges increases can be expected each year. Income minimum is based on the annual income for market. If your income is less than the required minimum, you will be placed on the subsidy waitlist. Our current housing charges are as follows:

<u>UNIT</u>	<u>HOUSING CHARGES</u>	<u>INCOME MINIMUM</u>	<u>SIZE</u>	<u>BATHROOMS</u>
2 Bedrooms	\$1119	\$43,880	1291 sq. ft.	1 full bath
3 Bedrooms	\$1,243	\$48,720	1333 sq. ft.	1 full bath
4 Bedrooms	\$1,409	\$55,240	1510 sq. ft.	1 ½ bath

Applications are kept on file for a period of twelve months. At the end of the twelve-month period, if you want your application to remain on file for a further twelve months, please notify the Co-operative in writing, also indicating any relevant changes. Your name is placed on our waiting list when your application is received. If there is a vacancy you will be informed at the interview.

Completed applications can be submitted by email to mrhc.welcoming@gmail.com

Last modified: September 2022

MEMBERSHIP APPLICATION FORM

The information you provide on this application is confidential and will be used only to determine eligibility. Please fill out all applicable fields.

Are you currently an Associate Member? Yes No

HOUSING REQUIREMENTS:

2 BEDROOMS 3 BEDROOMS 4 BEDROOMS

Special Needs/preferences: _____

PRINCIPAL APPLICANT:

Given Name(s)	Surname	Date of Birth (mm-dd-yy)

CO-APPLICANT(S):

Given Name(s)	Surname	Date of Birth (mm-dd-yy)

CONTACT NUMBER(S): _____

EMAIL ADDRESS: _____

CHILDREN:

	GENDER	AGE
CHILD 1		
CHILD 2		
CHILD 3		
CHILD 4		

PETS:

TYPE	BREED	SPAYED/NEUTERED? YES/NO

CURRENT ADDRESS:

MONTHLY RENT: \$ _____ **LENGTH OF STAY:** _____

Have you ever lived in a co-operative? ___ Yes ___ No If yes, when and where?

REFERENCES: Please be advised, we do call all your references

	Name of Reference	Address	Phone Number
Current Landlord			
Previous Landlord			
Previous Landlord			
Personal Reference			

VOLUNTEER EXPERIENCE:

Organization	Type of Volunteer Work	Dates

OF VEHICLES: (Note: If you are storing your vehicle in your assigned parking slot, a copy of the current storage insurance must be submitted to the co-op office and kept up to date. As per the parking policy, vehicles can only be stored for a maximum of 3 months).

Make/Model	Year	License Plate #

Please state how you heard of Misty Ridge and why you would like to join this Housing Co-Operative:

THE FOLLOWING PAGES WILL BE KEPT SEPARATE TO LIMIT ACCES TO YOUR INFORMATION

CURRENT EMPLOYEMENT INFORMATION:

Applicant: Are you currently employed? YES NO
 Full time Part time

Co-Applicant: Are you currently employed: YES NO
 Full time Part time

Total Gross Household Income: \$ _____

Are you able to purchase the shares for the required unit necessary for membership?
 YES NO

Once approved for membership, upon accepting a unit your share purchase will be due **within 2 business days.**

ALL INFORMATION CONTAINED IN THIS APPLICATION WILL BE REMAIN CONFIDENTIAL.

I/We hereby authorize Misty Ridge Housing Co-op to obtain, verify or confirm in whatever form they deem appropriate, such credit reports or information with regard to employment, income and references listed in this application. A credit check may be done.

I/We attest that all information on this application is true and accurate.

I/We understand a share purchase is required for all units in the Co-operative and payment would be required by money order or certified cheque within **48 hours** of being offered membership in the Co-op. **These funds are required upon acceptance into the Co-operative.** This money is refundable in full (without interest) at the termination of membership in the Co-operative providing there are no outstanding monies owing and there is no damage to the unit.

I/We understand that two (2) calendar months written notice is required for termination of membership.

I/We understand that all members and residents are required to participate, attend general meetings, abide by the Co-op's rules, occupancy agreement and policies to ensure a viable and healthy community for all.

Applicant Signature

Date

Co-Applicant Signature

Date

APPLICATIONS MUST BE COMPLETED IN FULL TO BE CONSIDERED FOR MEMBERSHIP AND WILL BE KEPT ON FILE FOR A PERIOD OF ONE YEAR FROM DATE OF RECEIPT.

IF YOU WISH TO REMAIN ON THE WAITLIST AFTER ONE YEAR, YOU WILL HAVE TO NOTIFY THE CO-OP IN WRITING.

WE DO NOT CONTACT ANY APPLICANTS UPON RECEIVING AN APPLICATION. IT IS YOUR RESPONSIBILITY TO KEEP IN CONTACT WITH THE CO-OP.

YOU CAN MAIL OR EMAIL BACK YOUR APPLICATION:

9201 Forest Grove Drive, Burnaby, BC V5A 4R3

mrhc.welcoming@gmail.com