

Verification Process

Who can verify your situation?

A person who has a professional relationship with the applicant, including but not limited to:

- | | |
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| <ul style="list-style-type: none">• doctor• lawyer• registered nurse• registered practical nurse• law enforcement officer• member of the clergy• teacher• guidance counsellor• community health care worker | <ul style="list-style-type: none">• social worker• social service worker• victim services worker• settlement services worker• shelter worker• community legal worker• any service agency or medical care facility• an individual in a managerial or administrative position with a housing provider |
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TO BE COMPLETED BY VERIFIER:

Persons providing verification must check off **all** of the following statements:

- I have a **professional** relationship with this client and am eligible to complete this form.
- I have reviewed the eligibility criteria for Special Priority status and believe this client qualifies.
- I am aware of my responsibility in providing verification and declare that the information I have provided is an accurate account of the client's situation to the best of my knowledge.
- I have attached a letter providing information about the client's situation.

Name	Organization	Position/Title
Telephone Number	Signature	Date (MM/DD/YYYY)

To be completed by applicant:

I, _____ hereby authorize and give my consent to the following:

The completion of this form and its submission to Niagara Regional Housing;

The disclosure to Niagara Regional Housing of any additional information it may request to clarify the information contained on this form and / or the information contained in the letter of verification provided by a professional; and

In situations where the applicant will be seeking Ontario Works, the applicant will allow Niagara Regional Housing to advise Ontario Works that their request for Special Priority status has been approved.

I understand that all information I give to Niagara Regional Housing will be kept confidential.

****IMPORTANT****

Niagara Regional Housing cannot make a decision if the request for Special Priority is not complete. To ensure the request for Special Priority is complete, please make sure the following have been completed:

- **The request for Special Priority and consent have been signed by the applicant**
- **There is a letter of verification from a professional attached to the request**
- **There is proof of co-habitation attached to the request**
- **All areas of the request form have been completed in full**

Personal information contained on this form is collected under the authority of the *Social Housing Reform Act, 2000*, S.O. 2000, c.27 and subject to the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56. The information will be kept confidential and used only for the purpose of assessing eligibility for Special Priority status.