

PURSUIT OF INCOME

Date

Tenant/Member Name

Address

City, Postal Code

Dear (Tenant/Member Name):

Thank you for returning your income verification forms. In compliance with the Social Housing Reform Act 2000, all households receiving rent-geared-to-income assistance are required to pursue certain types of income that may be available to them.

Upon review of the information provided, we believe (name of person) may be eligible to receive the following type of income:

- Ontario Works
- Family or Child Support
- Employment Insurance
- Pension
- Support under the Immigration Act

In order to remain eligible for housing subsidy, reasonable efforts must be made to apply for this income and obtain a decision on your application for this income. Your household must provide documentation to our office on the results of your application for this income **within 30 days** from the date of this letter.

If you fail to provide this information to our office your household may become ineligible for housing subsidy and your household may be required to pay the market rent/housing charge for your unit.

If you have any questions, please contact our office at (insert contact number)

Sincerely,

Name

Housing Provider

cc: tenant/member file