



YUKON HOUSING CORPORATION
HOME REPAIR PROGRAM APPLICATION

Where applicable, a single completed application form can be used to apply for multiple funding streams.

Select all funding streams you are requesting in this application:

- Accessibility grant
- Emergency repair grant
- Wildfire grant
- Home repair loan

Home Repair Program application checklist

Application Requirements (all applicants)

- Yukon residency (minimum 90 days prior to application)
- Repairs will improve energy efficiency, overcrowding, accessibility or health and safety
- Verification of Employment Form (completed by employer), if applicable
- Copy of most recent Notice of Assessment from Canada Revenue Agency to show that annual household income is below \$125,790
- Copy of most recent property tax bill and receipt showing it is paid
- Copy of most recent home insurance policy and receipt showing it is paid
- Copy of existing mortgage, if applicable

Improvements undertaken before approval of the application by Yukon Housing Corporation may not be eligible.

If self-employed applicant

- Or previous 2 years Notice of Assessments
- Previous 2 years of Canada Revenue Agency Statement of Business or Professional Activities (T2125)
- Previous 2 fiscal years of financial statements, if applicable

If owner(s) of home on titled property

- Certificate of Title (dated within 3 months of application)
- Application completed and signed by all who are listed on Certificate of Title and all applicants

If owner(s) of home on rented/leased property

- Copy of bill of sale
- Copy of park lease or property lease agreement
- Copy of chattel mortgage (if applicable)
- Letter from lessor providing approval to conduct work

If owner(s) of home on First Nations land

- Documentation from First Nation showing proof of home ownership
- Letter from First Nation stating applicant is responsible for repairs and will not be reimbursed for repairs
- Application completed and signed by all who are listed as owners and all applicants

Submit application in person in Whitehorse, at 410 Jarvis Street, Monday to Friday between 8:30 am and 4:30 pm, or at the Yukon Housing Corporation office in your community.

Submit

By email: ykhouse@yukon.ca

By fax: 867-667-3664

or by mail: Yukon Housing Corporation
Box 2703 (Y-1), Whitehorse, YT, Y1A 2C6

Questions?

Phone: 867-667-5759

Toll free (Yukon): 1-800-661-0408

By email: ykhouse@yukon.ca

Office use only

Date received YYYY/MM/DD	Time received	Initials
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HOME REPAIR PROGRAM APPLICATION

Personal information (spouses and everyone listed on title/lease must be listed applicants)

Applicant (full legal name)			
Given name	Middle name	Family name	Date of birth YYYY/MM/DD
Primary contact number	Alternate phone number	Email	
Mailing address		City	Postal code

Other applicant			
Given name	Middle name	Family name	Date of birth YYYY/MM/DD
Primary contact number	Alternate phone number	Email	
Mailing address <input type="checkbox"/> Same as above, or		City	Postal code

****If there are more than two applicants, include full name and contact details on a separate sheet****

Number of dependents: _____

Provide: Number of adults in the home: _____

Number of children between 5 –17: **Boys:** _____ **Girls:** _____

Number of children under 5: _____

Property Details of Principal Residence

Civic address <input type="checkbox"/> Same as mailing address above, or	Legal address/description
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Employment information (Verification of Employment form for each applicant is required)

Applicant	
Applicant's employer	Work phone
Applicant's position/ job title	Length of employment
Previous employer (if less than 1 year)	Length of employment
Other applicant	
Other applicant's employer	Work phone
Other applicant's position/ job title	Length of employment
Previous employer (if less than 1 year)	Length of employment

Annual household income (all sources of income must be listed and verification must be provided with application)

Source	Applicant \$	Other applicant \$	Additional household member \$
<i>(example) Employment (gross annual income)</i>	50,000	21,000	
Annual total			

Assets and liabilities (list all assets and liabilities including loans, car payments, credit cards, lines of credit, etc.)

Description (e.g. credit card, truck)	Lender/bank	Asset value \$	Credit limit \$	Liability \$ (balance owing)	Monthly payment \$
<i>(example) 2018 vehicle</i>	ABC bank	12,000		4,000	350
Total					

Housing finances

Type	Payment \$	Frequency (annual/monthly/weekly)
Mortgage payment (principal, interest and taxes)		
Property taxes (only if not included above)		
Condominium fees (if applicable)		
Pad rental (if applicable)		
Heating costs		
Electrical costs		
Water and other municipal services*		
Current mortgage balance		
Estimated value of property		

*Unserviced property may include water deliver, septic pump out, etc.

Scope of project

Estimated project cost: \$ _____

Provide description of proposed repairs and/or upgrades. If you are doing some of the repairs yourself, confirm that you have the skills and/or resources to successfully complete the project.

If you are applying for an Emergency Repair Grant, describe how your home is in a serious, unexpected, and dangerous situation requiring immediate repairs. Non coverage of expenses which are covered under existing home insurance.

Limitations of liability

Under no circumstances will the Yukon Housing Corporation (YHC), its officers, employees, or agents be liable for dwelling component or system failures. Further, any reliance by the homeowner(s) or others on information contained in YHC’s dwelling assessment beyond its intended purpose will be at the homeowner or dwelling occupant’s own risk, and YHC, its officers, employees, or agents will not be liable for any injury, losses or damage of any kind arising from the information provided.

The homeowner(s) releases YHC of and from claims, demands, damages, actions or causes of actions arising or to arise out of any decision by the homeowner(s) not to undertake some or all of the repair options.

I understand that:

- This application does not constitute an agreement on the part of YHC, or its agents, to provide me with assistance.
- Improvements/repairs for work undertaken before approval of my application by YHC may not be eligible.
- The information in this application may be used for statistical purposes.*
- An assessment of this property may be necessary to qualify under some YHC programs.
- YHC loans are not life insured and I assume full and sole responsibility for obtaining life insurance if desired.
- Permits and/or inspections must be obtained from the appropriate government building inspector prior to commencing repair work.
- YHC has no direct relationship with any contractor and/or supplier.
- Work to be completed within 1 year of approval.
- YHC will do an assessment of repairs done to disburse final amount.
- Proof of completion of work for payment of grant/loan.
- Non coverage of expenses which are covered under existing home insurance.

I authorize and grant permission to:

- YHC or its agents to make any or respond to any inquiries that are necessary to verify the facts contained in this application.
- YHC or its agents to carry out any necessary inquiries and to obtain additional information on my income, assets, liabilities and credit.

I certify:

- The information provided in this application is correct and complete and contains only truthful information to the best of my knowledge.
- That this dwelling is my principal residence and will remain my principal residence for the duration of this loan.
- I am a Yukon resident as defined below.
“Yukon Resident” means a person who makes Yukon their permanent and principal home for at least 90 days prior to signing this agreement/declaration.
- I have not undertaken any improvements for which I am currently seeking funding for.

I am aware that if any part of this declaration is untrue, and I am awarded a loan/grant based on this declaration, I may be prosecuted.

Signature	
Applicant signature	Date YYYY/MM/DD
Other applicant signature	Date YYYY/MM/DD

Personal information is collected directly under Section 15(c)(i) and indirectly under Section 16(2)(a) of the Access to Information and Protection of Privacy Act, for the purposes of determining eligibility for funding. For further information, contact the Director, Finance and Risk Management Branch at (867) 667-5712, toll free, within Yukon 1-800-661-0408, or in person at 410 Jarvis Street, Whitehorse YT, Y1A 2H5.