

**THE FOLLOWING DOCUMENTS MUST BE INCLUDED FOR
BOTH THE APPLICANT AND CO-APPLICANT**

A. Proof of eligibility to work and reside in Canada for ALL family members	APPLICANT	CO-APPLICANT	ADDITIONAL HOUSEHOLD MEMBERS
A1. Canadian Citizenship (Citizenship Certificate, Passport); OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A2. Birth Certificate if born in Canada ; OR	Or <input type="checkbox"/>	Or <input type="checkbox"/>	Or <input type="checkbox"/>
A3. Permanent Resident Card (copy of front & back)	Or <input type="checkbox"/>	Or <input type="checkbox"/>	Or <input type="checkbox"/>
B. Financial Information			
B1. Two most recent years (2025/2024) Notices of Assessment from the Canada Revenue Agency for both Applicant and Co-Applicant (if applicable), even if Co-Applicant is not working. If 2025 is not available, please send your 2025 T4(s).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B2. Most recent Assessment of the Canada Child Benefit from the Canada Revenue Agency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B3. Account Summaries from every bank that you bank with. This is one page that lists your name(s), all of your accounts and account balances.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Employment Information			
C1. Letter from your employer that includes ALL of the following information: <ul style="list-style-type: none"> • Current earnings (salary or per hour) • How many hours of work you are guaranteed per week • Start date (including the year) • If you are full-time or part-time • If you are permanent, temporary or seasonal 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C2. Two most recent pay stubs for all individuals over 18 who are currently working.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C3. If Self-Employed , provide your 2025 T1 & T2125 Tax forms.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Authorization and Release			
D1. Signed Authorization and Release form - will be emailed to you after you submit your application.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

You can attach your documents directly to the Online Application or you can submit them via:

E-mail: familyservices@habitatsouthernab.ca

Mail: **Habitat for Humanity Southern Alberta Family Services**
210 – 805 Manning Road NE
Calgary, AB. T2E 7M8

Drop off for Calgary: **At the drop box, located beside the front door of our building**