



Request for Transfer—Urgent Social Status

Approval for all transfer requests will depend on your rent payment and social history at London and Middlesex Housing Corporation (LMHC) and an inspection of your current unit at the time of offer. Your current unit must be pest free.

Application Checklist

Your completed transfer application *must* include:

- 1. A completed Applicant Information section
- 2. A completed Declaration and Consent to Disclosure section
- 3. A completed Professional's Verification and Declaration section
- 4. A Letter of Verification from the Professional
- 5. Supporting Documentation from the Professional



Information for applicants

- By completing this transfer application form you are indicating that your safety, or a member of your household's safety, is at risk and you wish to apply for an Urgent Social Status transfer.
- In order to avoid any delays in processing your transfer request, please ensure that all sections of the application are completed by the appropriate persons, that a helping professional has verified your situation, and that supporting documentation is attached to your request.
- All information disclosed to LMHC will remain confidential.
- If you apply for an Urgent Social Status and it is determined that you have deliberately provided false or inaccurate information, your Urgent Medical Status will be denied.
- **Approval for all transfer requests will depend on your rent payment and social history at LMHC and an inspection of your current unit at the time of offer. Your current unit must be pest free.**

Definition of Urgent Social Status

In order for LMHC to consider a household to have Urgent Social Status, a helping professional must verify that a member of your household is at **serious risk** for the following reason:

- They have been a victim of criminal activity, including criminal harassment, and the physical and/or emotional experience that they have because of this criminal activity will likely continue because of the location of their home in the community.
- They have witnessed a crime where they will be required to be a witness in a criminal proceeding, and potential for future contact with the accused in the community where their residence is located is likely, or the criminal has knowledge of and access to their unit.
- Anonymity of household member(s) is being sought.



1. Applicant Information

Last name	Today's date
First name and middle initial	Date of birth (mm/dd/yyyy)
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Social Insurance Number
Home phone	Work phone
Can we call you at home? <input type="checkbox"/> Yes <input type="checkbox"/> No	Can we call you at work? <input type="checkbox"/> Yes <input type="checkbox"/> No
Cell phone	E-mail address
Current address	
Current unit size <input type="checkbox"/> Bachelor <input type="checkbox"/> 1Bedrm <input type="checkbox"/> 2Bedrm <input type="checkbox"/> 3Bedrm <input type="checkbox"/> 4Bedrm <input type="checkbox"/> 5Bedrm	
Would like to transfer to <input type="checkbox"/> Bachelor <input type="checkbox"/> 1Bedrm <input type="checkbox"/> 2Bedrm <input type="checkbox"/> 3Bedrm <input type="checkbox"/> 4Bedrm <input type="checkbox"/> 5Bedrm	
Name of household member at risk (if different from above)	

I want to relocate to:

1	
2	
3	
4	
5	
6	



List all the people (other than yourself) who currently live in your home.

	Last name	First name and middle initial	Date of birth	Gender	SIN	Relationship to you
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

List all income for you or the family members listed above.

	Family member with income	Type of income received	Gross monthly income
1			
2			
3			
4			



2. Declaration and Consent to Disclosure

This section must be completed by the person who is requesting the Urgent Social Status. If that person is under the age of 16 or is unable for any reason to sign the consent or to give a valid consent, the consent may be signed on the person's behalf by the parent or guardian; an attorney under a power of attorney that authorizes that attorney to give the consent on the person's behalf; or a person who is otherwise authorized to give the consent on the person's behalf.

I request that my transfer application be given Urgent Social Status. I declare that everything I have written on this form is true and complete. I understand that all information I give will belong to London and Middlesex Housing Corporation.

I, _____, hereby authorize and consent to the disclosure to London and Middlesex Housing Corporation of information and documents required by London and Middlesex Housing Corporation for the purpose of verifying the statements on this form and assessing my eligibility for an Urgent Social Status transfer.

Signature of applicant (or person authorized to sign on their behalf)

Date signed

*All tenants **over the age of 16** living in this unit must also sign this transfer request.*

Signature of tenant #2

Date signed

Signature of tenant #3

Date signed

Signature of tenant #4

Date signed

Personal information contained on this form or in attachments is collected pursuant to the *Social Housing Reform Act, 2000, Sections 162, 163, 164 and 165* or the *Municipal Freedom and Protection of Privacy Act, (R.S.O. 1990, c M.56)*. This information will be used to determine suitability and eligibility for housing applied to, continuation of housing and/or transfer of housing within the London and Middlesex Housing Corporation.



Indicators of violence/abuse/criminal activity

- Intervention by the police indicating that the applicant was abused or the victim of criminal activity by another individual.
- Physical injury caused to the applicant by the abusing individual.
- Use of force by the abusing individual against the applicant to force the member to engage in sexual activity against his or her will.
- Undue or unwarranted control by the abusing individual over the applicant's daily personal and financial activities.
- Any words, actions or gestures by the abusing individual that threaten the member or his or her property including, but not limited to, the following:
 - Threatening to physically harm the applicant or another member of the household.
 - Threatening to destroy or injure the applicant's property.
 - Killing or intentionally injuring pets.
 - Threatening to remove the applicant's children from the household.
 - Threatening to prevent the applicant from having access to his or her children.
 - Forcing the applicant to perform degrading acts.
 - Terrorizing the applicant.
 - Threatening to take action to withdraw from sponsoring the applicant as an immigrant.
 - Threatening to take action that might lead to the applicant being deported.
 - Other words, actions or gestures which lead the applicant to fear for his or her safety.

Supporting Documentation examples

Below are some examples of Supporting Documentation that can be submitted:

- Additional supporting letters from a professional listed in the Professional's Verification and Declaration section.
- Restraining Order
- Peace Bond
- Police Report / Summary Report
- Recognizance of Bail



Instructions for Professionals

The applicant is applying for an Urgent Social Status transfer. In order for the London and Middlesex Housing Corporation to determine the applicant's eligibility we will need the following documents from you.

1. **Complete the Professional's Verification and Declaration section of this form.**
2. **Attach a Letter of Verification outlining the nature of the applicant's situation and remedies that have been attempted to resolve the situation.** (You may refer to the indicators of violence/abuse/criminal activity on page 4 of this form if you need assistance in writing your letter.)
3. **Attach all applicable Supporting Documentation.**

You may give this form directly to the applicant, or mail it to the address at the bottom of this form. Do not fax; original form is required.

Who may complete this form

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

- Doctor
- Lawyer
- Shelter worker
- Law enforcement officer
- Guidance counselor
- Registered social worker or social service agency worker
- Member of the clergy
- Victim services worker
- Settlement services worker
- Community health care worker
- Counselor/psychologist
- An individual in a managerial or client services position with London and Middlesex Housing Corporation



3. Professional's Verification and Declaration

Name of professional	Position/Title
Organization name	Phone
Address	

Professionals providing verification must check off all of the following statements:

1. The applicant's personal safety is significantly at risk. Yes No
2. All legal interventions have been exhausted. Yes No
3. I have reviewed the information about the verification process necessary to qualify for Urgent Social Status. The applicant to whom I have provided services/assistance and whose situation I am aware of should be considered for an Urgent Social Status transfer. Yes No
4. I am aware of my responsibility in providing verification and declare that the information I have provided is an accurate account of the applicant's situation, to the best of my knowledge. Yes No
5. I have attached a letter providing an account of the applicant's situation of abuse and remedies that have been attempted to resolve the situation. Yes No
6. I have a professional relationship with this client and am eligible to complete this form. Yes No

Please list the supporting documentation you are attaching to this form:

Signature of professional _____
Date signed

Attachments

You may use this page to attach supporting documents.



For LMHC Office Use Only (to be completed by LMHC staff)

Overhoused/underhoused
Bedroom size eligible for <input type="checkbox"/> Bachelor <input type="checkbox"/> 1Bedrm <input type="checkbox"/> 2Bedrm <input type="checkbox"/> 3Bedrm <input type="checkbox"/> 4Bedrm <input type="checkbox"/> 5Bedrm
Category <input type="checkbox"/> Immediate <input type="checkbox"/> Urgent Social <input type="checkbox"/> Urgent Medical <input type="checkbox"/> Chronological
Date processed
Staff name
PM supports? <input type="checkbox"/> Yes <input type="checkbox"/> No
Original move-in date
Arrears?
Complaints on file?
Previous transfers?
Other comments (use back if more space needed)
Inspection request to
Date
Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No
By whom
If NO, reason



London and Middlesex Housing Corporation Properties

City of London

Adult Buildings

136 Albert Street
200 Berkshire Drive
580 Dundas Street
304 Oxford Street
241 Simcoe Street
39 Tecumseh Avenue
345 Wharncliffe Road North
349 Wharncliffe Road North
872 William Street

Senior Buildings

30 Base Line Road West (age 60+)
1194 Commissioners Road West (age 60+)
632 Hale Street (age 60+)
170 Kent Street (age 50+)
202 McNay Street (age 50+)
85 Walnut Street (age 50+)

Family Townhouse Complexes

Allan Rush Gardens (Glen Cairn)
Boulee Street (Huron Heights)
Huron Street (Huron Heights)
Limberlost Road (Whitehills)
Marconi Boulevard (Trafalgar Heights)
Pond Mills Road (Pond Mills)
Southdale/Millbank (Westminster Park)

County of Middlesex

Dorchester

2061 Dorchester Road (for Adults)

Glencoe

157 Simpson Street (for Adults)

Newbury

7 & 9 Tucker Street (for Families)
28 & 30 York Street (for Families)
23 & 25 Broadway Street (for Families)
10 York Street (for Adults)

Parkhill

249 Ellen Street (for Adults)

Strathroy

49 Bella Street (for Adults)
125 Head Street (for Adults)
346-373 Penny Lane (for Families)



Rent Supplement Properties (City of London)

Please note that while LMHC administers the Rent Supplement Program for the City of London, **final approval for any application is at the sole discretion of the private landlords.**

There is only a small number of Rent Supplement Units in London, and the turnover is quite low. **Selecting a Rent Supplement property as one of your transfer choices may seriously delay your transfer.**

1 Bedroom Apartments (for Adults & Seniors)

430 Adelaide Street North	75, 85 & 95 Fiddlers Green Road
1560, 1570 & 1580 Adelaide Street North	500 & 527 Gordon Avenue
420 Central Avenue	563, 573 & 583 Mornington Avenue
120 Cherryhill Place	585, 595 & 605 Proudfoot Lane
403 & 405 Commissioners Road West	492 Springbank Drive
130 Connaught Avenue	1260, 1270 & 1280 Webster Street
746 Fanshawe Park Road	680 & 690 Wonderland Road South

1 Bedroom Walk-Up Apartments (for Adults & Seniors)

1166, 1170, 1174 & 1182 Adelaide Street North
1203, 1205, 1207, 1209 & 1211 Huron Street
637, 641 & 645 Kipps Lane

2 Bedroom Apartments (for Adults, Families & Seniors)

1560, 1570 & 1580 Adelaide Street North	563, 573 & 583 Mornington Avenue
403 & 405 Commissioners Road West	585, 595 & 605 Proudfoot Lane
130 Connaught Avenue	492 Springbank Drive
746 Fanshawe Park Road	699 Talbot Street
75, 85 & 95 Fiddlers Green Road	1260 Webster Street
500 & 527 Gordon Avenue	680 & 690 Wonderland Road South
80 Highview Avenue	

2 Bedroom Walk-Up Apartments (for Adults, Families & Seniors)

1166, 1170, 1174 & 1182 Adelaide Street North	637, 641 & 645 Kipps Lane
135 Connaught Avenue	543 Mornington Avenue
70 & 90 Conway Drive	750, 770 & 780 Viscount Road
1203, 1205, 1207, 1209 & 1211 Huron Street	370 & 388 Wonderland Road South

2 Bedroom Townhouses (Families)

295 & 305 Briarhill Avenue
1374 Savannah Drive

3 Bedroom Townhouses (Families)

295 & 305 Briarhill Avenue
1374 Savannah Drive
757 Wharnccliffe Road South