

Woodsworth Housing Co-op: Internal Relocation Application

Return the completed form to the office to join the internal waiting list.

Name:

Current Unit No.:

Phone number:

Email address:

When did you move into your current unit (month and year):

Are you updating a relocation request?

Changing your request does not change your waiting list position.

Note: If you applied for membership as a Long-Term Guest or Turning 16, you must be a member for at least 2 years before you can apply to relocate to your own unit. (Exemption: if on internal waiting list prior to Sept 26, 2023, 1 year.)

Your unit request:

Occupancy Standards apply:

- A single person qualifies for a one-bedroom and a two-bedroom unit (mid-rise and Wilton St. only)
- A two person household qualifies for any two bedroom unit. They may select a one-bedroom unit.
- Three bedroom units requires a minimum of 3 persons.
- Four bedroom units requires a minimum of 4 persons.

Number of bedrooms requested (maximum of two sizes):

If you are receiving housing charge subsidy, please check the subsidy bylaw or consult Management.

Is this a priority move i.e. based on an accommodation plan with Woodsworth? Yes No

Are you making this request as a newly approved returning member? Yes No

Your household:

I am applying on behalf of: [List names and membership status (member, LTG, child) everyone who is part of this relocation request, including yourself. Also include anyone who plans to move in with you to the new unit, even if they have no Woodsworth status now. As soon as you accept a unit offer, you must apply for LTG status for them.]

Contact information for the person(s) who will move in with you to the new unit:

Name:

Address:

Phone number:

Email:

Will anyone remain in your current unit after you move? Yes No

If yes, name and membership status of any remaining in your unit (Member, LTG, other)

Reasons for requesting a move:

Please add any other relevant details about why you are seeking to move to a new unit.

If it is a medical condition or disability, you may request a priority move through the Accommodation Request procedure. See the Accommodation Policy for Residents with Disabilities or talk to Management about creating an accommodation plan for you.

Special requests:

If you wish, you can limit your choices by location, street, floor, unit type. **Limit: 2 choices**

However this will delay being offered a unit.

Adding criteria does not give a member any priority for units.

Requested location(s) only:

Requested unit type (stacked, mid-rise, end unit, etc.) only:

Requested these unit numbers only:

I understand that the internal relocation process is subject to the provisions of the Membership Bylaw and that the co-operative may require documentation to support this application to transfer.

I understand that the Occupancy Bylaw's occupancy standards in Article 9.3 apply.

I am not in arrears. I understand that the co-op must be satisfied that the household will meet the obligations to pay the monthly charges.

I do not believe that my request violates any provision in Article 5.1.2 Restrictions on joining the internal waiting list (Membership Bylaw #84)

I agree to update the co-operative with any change of circumstances that might affect my internal relocation application.

I declare that I am a member in my current unit and have resided there without any absence that would have cancelled my membership under the co-operative's Occupancy Bylaw.

If this is an update to a previous request, I wish to withdraw my old requests with the understanding I will keep my place in the waiting list queue.

Signed:

Date: