



Office municipal  
d'habitation de Laval

**OFFICE MUNICIPAL D'HABITATION DE LAVAL**

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Mr / Mrs,

In order to make an application and to register for low income housing at l'Office municipal d'habitation de Laval, please read the following information attentively to determine your eligibility and prepare the appropriate documents.

**To be eligible, the applicant must meet all of the following requirements:**

- The head of the household is at least 18 years of age or an emancipated minor;
- Be a Canadian citizen or permanent Canadian resident;
- Have resided in Laval or the Montreal metropolitan area twelve (12) months within the last twenty-four (24) months prior to making the application (except for the person who is the victim of domestic violence or the disabled person because of a motor disability);
- Be autonomous for his/her essential needs or other members of the household and provide proof should any member of the household require assistance to ensure autonomy;
- The value of the assets owned by the members of the household (sums of money, RRSP, TFSA, investments, real estate or other) must be lower than 60 000 \$;
- The previous year's combined gross income for all the members of the household is not more than:

1 person or couple	:	32 500 \$
2 people (not a couple)	:	37 000 \$
3 people	:	37 000 \$
4 people	:	43 500 \$
5 people	:	43 500 \$
6 or 7 persons	:	58,000 \$
8 or 9 persons	:	63 500 \$

**Are not eligible:**

- Full time students with no dependent children;
- Former low rent housing tenant whose lease has been terminated for abandonment of the premises or non-payment of rent or debt toward the landlord, or has received a judgement issued by the Tribunal administratif du logement within three (3) years of such termination or until the debt has been paid in full.

To be considered complete, the forms must be completed, signed and accompanied by photocopies of the required documents. Make sure you have **all the documents for all members of your household**. Otherwise, we will unfortunately not be able to process your request. **No photocopies will be made at our offices.**

Once you have completed your application, present yourself (preferably with an appointment) to our offices from Monday to Friday from 8:30 to 11:00 and from 13:15 to 15:30 to meet a selection/rental agent. For the period between National Day and Labor Day, the Office closes at 12:00 on Fridays. You can also return your application by mail, fax or email.

**[See reverse side for required documents](#)**

Please provide **A PHOTOCOPY** of the required documents according to your situation.

**No photocopies will be made at our offices**

**FORMS** (mandatory)

- Affordable Housing Application;
- Choice of territory;
- Appendix – Independence Questionnaire.

**IDENTITY** (For ALL household members)

- Birth certificate (if born in Canada);
- Social insurance card;
- Canadian citizenship card or permanent residency card.

**RESIDENCE**

- If more than one (1) year at the same address, provide original lease (pages 1 to 4) and your most recent renewal notice;
- If less than one (1) year at the same address, provide current lease and proof of address for the last twelve (12) months;
- If you do not have a copy of your lease, please provide a document in which your address appears (letter, bill, monthly statement or other). This document must be dated twelve (12) months prior to the present application.

**EARNINGS**

- Notice of Assessment for the year 2021 from Revenu Québec. This document is sent to you by Revenu Québec after having verified your income tax form;
- Alimony.

**ASSETS**

- Bank statement for the last two (2) months;
- Documents showing the value of assets owned (*retirement savings, RRSP, TSFA, saving bonds, etc.*);
- If you are the owner of a house or land, copy of recent mortgage summary and municipal tax account.

**OTHER** (if applicable)

- Proof of school attendance for children 18 years and over who are full time students (*document must show the number of courses / hours / weeks*);
- Judgement for child/children custody.

**NOTE: Other documents may be requested during the registration interview**

**If you have any questions, do not hesitate to contact us.**

**It will be our pleasure to help you.**