

Application for Accommodation - Pets

Near-Market apartment buildings operated by Heartland Housing Foundation permit certain pets that meet specific criteria. This form is designed to help guide and assist you in completing an application for housing your pet with us. Please note that pet applications must be approved by management before the pet can reside in the building.

WHAT IS CONSIDERED A PERMISSIBLE PET?

- ☐ The table listed below covers what is considered a permissible pet. **Each household is limited to 1 selection.**
- ☐ Management must approve in writing any species not listed below
 - **Please note that a dog or cat will NOT be approved under any circumstances for individuals residing in a studio unit.**
- ☐ Approved pets are subject to a monthly pet fee (see your property's web page for details)
 - **Fees are charged by per cat/dog or by cage/aquarium.**
- ☐ If your dog is considered a registered service dog, they are not considered a pet and some restrictions would be waived.

Type	Max #	Restrictions	Selection
Dog	1	Weight limit of 35 lbs (16 kg) at adult size. Size limit of 16 inches (40 cm) at top of shoulder.	<input type="checkbox"/>
Cat	1		<input type="checkbox"/>
Small Mammal(s)	2	Limited to domestic guinea pigs, hamsters, gerbils, ferrets, and mice.	<input type="checkbox"/>
Bird(s)	2	Small caged birds only (e.g. budgies, finches and canaries). No parrots or macaws.	<input type="checkbox"/>
Aquarium Dwelling	2	Limited to fish, salamanders, newts, toads, & lizards. No snakes or arachnids (pets which require live food). Aquarium size is limited to a max of 10 gallons (40L).	<input type="checkbox"/>

WHAT ARE THE STEPS TO GETTING MY PET APPROVED?

Step 1 – Completing the Application

- ☐ Before moving in, or before the pet comes to live with you, this application and its supporting documents must be reviewed and approved by building management. To house a pet, an Applicant/Tenant is required to provide the Landlord with two (2) emergency contacts to assume immediate custody of pet(s)/animal(s) in the case of unavailability, serious illness, or death of the Tenant.

Step 2 – If the animal is not up-to-date with their veterinary care, its time for a visit!

- ☐ If you are applying to house a dog or a cat, they must be up-to-date on vaccinations, be spayed or neutered, and licensed with the county. Documentation of up-to-date vaccination status will be required for approval.

Step 3 – Submitting Your Pet Application

- ☐ Please email or visit one of our two main locations that manage the near market buildings. Our lodges accept applications for the apartments in their community listed below:

Muriel Ross Abdurahman Court	Silver Birch Court
Dr. Turner Lodge 9422 - 94 Avenue, Fort Saskatchewan, AB, T8L 0T7 PH: (780) 998-3321 murielcourt@heartlandhousing.ca	Silver Birch Lodge 914 Bison Way, Sherwood Park, AB, T8H 2C4 PH: (780) 400-3600 sbl@heartlandhousing.ca

A. OWNER(S) INFORMATION

	Primary Applicant	Co-Applicant
Legal Name(s)	First:	First:
	Last:	Last:
Phone Number(s)		
Phone # Type	<input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Mobile	<input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Mobile
Primary Email(s)		
I/we currently live at:	MAC <input type="checkbox"/> SBC <input type="checkbox"/>	Unit #:

B. DESCRIPTION OF PET

Name	Type of Pet & Description (e.g. sex, color, breed, size, markings)	Approximate Age

Is your pet neutered or spayed? Yes ☐ No ☐ N/A ☐

Is your county dog license current? Yes ☐ No ☐ N/A ☐

Is your dog a licensed service dog? Yes ☐ No ☐ N/A ☐

- Service dogs help people with specific tasks relating to visible and non-visible disabilities, such as epilepsy, PTSD, diabetes, or mobility limitations.
- Guide dogs, however, are specifically trained to assist people who are blind or visually impaired.
- Both guide dogs and qualified service dogs have been trained and tested to ensure safety in public and are licensed to perform this work.

C. CHECKLIST OF REQUIRED DOCUMENTATION WITH THIS APPLICATION:

- ☐ Certificate of spay or neuter ☐ Current vaccination records ☐ License documentation (if applicable)
- ☐ Current photo of pet ☐ Service dog licensing (if applicable)

D. EMERGENCY CONTACT INFORMATION

Please provide two emergency contacts to contact in your absence should the animal in your unit require attention or removal from the property.

EMERGENCY CONTACT (1)

Legal Name	First: _____ Last: _____
Phone Number	_____
Email	_____
Current Address	Unit # _____ Street Address _____
Province/Postal Code	City _____ Province _____ Postal Code _____

AUTHORIZATION

I, _____, being the emergency contact for the pet(s) listed on this form, do hereby agree that should the pet(s) require any special care, or immediate custody, as determined by the Site Manager, I will make necessary arrangements to have the pet(s) vacate the property immediately upon request.

Dated this day, _____ Emergency Contact Signature: _____

EMERGENCY CONTACT (2)

Legal Name	First: _____ Last: _____
Phone Number	_____
Email	_____
Current Address	Unit # _____ Street Address _____
Province/Postal Code	City _____ Province _____ Postal Code _____

AUTHORIZATION

I, _____, being the emergency contact for the pet(s) listed on this form, do hereby agree that should the pet(s) require any special care, or immediate custody, as determined by the Site Manager, I will make necessary arrangements to have the pet(s) vacate the property immediately upon request.

Dated this day, _____ Emergency Contact Signature: _____

E. APPLICANT'S DECLARATION & CONSENT

1. I/we understand that this is an application and not an agreement on the part of Heartland Housing Foundation to provide me with authorization for me to house pet(s) in my unit.
2. I/we authorize Heartland Housing Foundation to investigate all the statements made in this application, being aware that discover of any false statement may cancel any further consideration of this application.
3. I/we understand that this personal information is being collected under the authority section 33(c) of the Freedom of Information and Protection of Privacy Act. Collected personal information is protected from unauthorized access, collection, use and disclosure in accordance with Alberta privacy legislation and can be reviewed or corrected upon request. Questions regarding the collection of personal information can be directed to the FOIP Coordinator at Heartland Housing Foundation by phone at 780-400-3500, or by email at info@heartlandhousing.ca.
4. I/we understand that:
 - Failing to respond to requests by HHF for additional information of documentation may result in the application being delayed or cancelled.
 - Providing false information to HHF may result in the application being cancelled or no longer being eligible for services.
 - It is my/our responsibility to keep HHF updated with any changes to my/our household circumstances.

(Signature of Primary Applicant)

(Signature of Co-Applicant)

(Date)

FOR OFFICE USE ONLY

APPROVED

☐

DECLINED

☐

Reason: _____

INCOMPLETE

☐

Reason: _____

Reviewed By: _____ **Signature:** _____ **Date:** _____