HOMES BC PROGRAM CHANGE OF UNIT DESIGNATION

[RENT-GEARED-TO-INCOME (RGI)/MARKET RENT (MKT)]

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Estate/Block No.:       - 04 / 20 | | | | | | | | | | | | | Date: | | | | | | |
| Building Name or Development Address: | | | | | | | | | | | | | | | | | | | |
| Change Requested By: | | | | |  | | | | | | | | | | | | | | |
| Job Title: | | | | |  | | | | | | | | | | | | | | |
| **Documentation to support all changes must be attached***.*  *To move , tab or place cursor in appropriate area*.  ***If changing designation of unit, complete A.***  ***If switching designation between units, use A & B*.** | | | | | | | | | | | | | | | | | | | |
| Unit # | Bed Size | | Approved Rent | | | Market Rent | | | Heat Rebate | Current Unit Type | | | | Change to Unit Type | | | |  | |
|  | | | | | | | | | | RGI | | MKT | | RGI | | | MKT | Date Effective | |
| A) |  | | |  | |  | | |  |  | |  | |  | | |  |  | |
| B) |  | | |  | |  | | |  |  | |  | |  | | |  |  | |
| HOMES BC PROGRAM  UNIT MIX | | | | | | | | | | | | | | | | | | | | |
| **Total # of units:** | | | | | | | | | | | | | | | | | | | | |
| **Operating Agreement:** | | | | | | | | **Current:** | | | | | | | Requested Change: | | | | | |
| Deep | |  | | | | | | Deep | | |  | | | | Deep | | | |  | |
| Shallow | |  | | | | | | Shallow | | |  | | | | Shallow | | | |  | |
| Lower End of Market | |  | | | | | | Lower End of Market | | |  | | | | Lower End of Market | | | |  | |
| Comments:  *The* Comments *section will expand with hard returns* | | | | | | | | | | | | | | | | | | | | |
| Routing List: | | | | | | |  | | | | | | | | |  | | | | |
| Property Portfolio Manager | | | | | | |  | | | | | | | | | Ray Reynolds | | | | |
| Applications Adjudicator | | | | | | |  | | | | | | | | | Program Delivery Manager | | | | |
| Program Delivery Manager | | | | | | |  | | | | | | | | |  | | | | |