

LEAP APPLICATION FORM

Parks, Recreation & Environment
250-756-5200



Date Received/Location/Staff

The LEAP (Leisure Economic Access Pass) program provides access to the City of Nanaimo recreation facilities for families in *FINANCIAL NEED* that are living in the City of Nanaimo, City of Lantzville, and the surrounding area, including Electoral Areas A (Cranberry, Cedar, South Wellington), B (Gabriola Island), and C (Extension, East Wellington).

STEP 1 - Applicant Information - Each person living in the house MUST be listed. Please list main contact first.

Street Address			
<input type="text"/>			
City	Province	Postal Code	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Primary Phone Number		Additional Phone Numbers	
<input type="text"/>		<input type="text"/>	
Last Name	First Name	M/F	Date of Birth (DD/MMM/YY)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

STEP 2 - Eligibility - All persons 19 years & older MUST provide Notice of Assessments from the previous tax year.

Post-secondary students are NOT eligible for the LEAP Program.

CHECKLIST - You must bring the following:

- Completed Application
- Photo ID (adults) & Proof of Residency
- Income Tax Notice of Assessment (19 years & older)
- T1 General if NOA Line 150 is less than \$9,000 (self-employed/rental income)
- Child Tax Benefit Statement (all dependents listed)
- Other Income (child/spousal support, investment, etc.)

Don't have your Notice of Assessment?
Call Canada Revenue Agency at **1-800-959-8281**.

Don't have your Child Tax Benefit Statement? Call Child Tax Information at **1-800-387-1193**.

What is an acceptable proof of residency? Photo ID, rent receipt, residential tenancy agreement or utility bill (hydro/phone/gas/etc.) in the name of the applicant.

OFFICE USE ONLY	
Line 150 NOA	\$ <input type="text"/> <i>all adults</i>
T1 Lines 162-170	\$ <input type="text"/> <i>gross self employment income all adults</i>
T1 Line 160	\$ <input type="text"/> <i>gross rental income</i>
Child Tax Benefits	\$ <input type="text"/> <i>1 month x 12 for yearly total, include Universal Child Tax Credit</i>
Other Income	\$ <input type="text"/> <i>investment, band, homestay student, child/spousal support</i>
TOTAL Yearly Gross Household Income	\$ <input type="text"/>

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STEP 3 - Signature of Consent

I (print name) declare that the information contained on this form is true and correct to the best of my knowledge and I have fully disclosed my family income. If requested, I agree to meet with a representative of the City of Nanaimo and will provide the financial information that is required. Any inaccurate or false information provided in order to secure financial assistance will result in the termination of LEAP cards and withdrawals from any courses registered for under the program. I have provided this information to the City of Nanaimo, Parks, Recreation & Environment department to be used to determine my eligibility for the LEAP program. It is considered confidential and will not be disclosed except as required by law.

Signature

Date

I understand that LEAP is valid for 1 YEAR ONLY from the date of issue and that I must fill out a new application with all required information again after my current LEAP has expired.

Initial

FOR YOUR INFORMATION

Family household annual income needs to be below the Statistics Canada Low Income Cut-offs (LICOs) for eligibility in the LEAP program. Statistics Canada uses "the economic family, that is, all persons living in the same dwelling and related by blood, marriage, common-law relationships or adoption". We need to gather this information from you. Each person living in the house must be listed on this application. Each person 19 years and older must provide a Notice of Assessment, as the total gross household income is the determining factor for qualification.

Gross Household Low Income Cut-offs

updated in 2014 (LICOs)

1 person	2 people	3 people	4 people	5 people	6 people	7 people
\$20,822	\$25,921	\$31,866	\$38,691	\$43,883	\$49,493	\$55,103

Bring in your completed application to the front desk at any of the following City of Nanaimo Recreation Centres:
Beban Park, Bowen Park, Nanaimo Aquatic Centre, Nanaimo Ice Centre, Oliver Woods Community Centre

PLEASE ALLOW 7 TO 10 DAYS FOR PROCESSING APPLICATIONS.

THIS FORM WILL EXPIRE 30 DAYS FROM THE DATE SIGNED.

Freedom of Information & Protection of Privacy Act Statement:

Information collected on this form, or provided with this form, is collected under the general authority of the *Community Charter* and the *Freedom of Information and Protection of Privacy Act*, and is protected in accordance with the *Act*. Personal information will only be used by authorized staff to fulfill the purpose for which it was originally collected, or for a use consistent with that purpose. For further information regarding the collection, uses, or disclosure of personal information by the City of Nanaimo, please contact the Legislative Services department at 250-755-4405.

OFFICE USE ONLY

Processed at

Class Account Updated

Processed by

Notes

Date