

What documents do I need to support my Welcome Policy application?

Name(s) on application form must match Identification, Address and Income documents provided.

IDENTIFICATION

Please provide any one (1) of the following documents for each family member:

- | | |
|--|--|
| <input type="checkbox"/> Birth Certificate | <input type="checkbox"/> Immigration and refugee document issued by Citizenship and Immigration Canada |
| <input type="checkbox"/> Canadian Citizenship Or Permanent Resident Card | <input type="checkbox"/> Ontario Driver's Licence |
| <input type="checkbox"/> Certificate Of Indian Status | <input type="checkbox"/> Ontario Health Card (with name & DOB) |
| <input type="checkbox"/> Passport | <input type="checkbox"/> Ontario Photo Card |

All identification documents must have the full names and date of birth

Social Insurance Cards are NOT accepted

ADDRESS

For proof of address in Toronto, please provide any one (1) of the following documents:

- | | |
|--|---|
| <input type="checkbox"/> Lease/Rental Agreement | <input type="checkbox"/> Mortgage Statement |
| <input type="checkbox"/> Current Utility Bill | <input type="checkbox"/> Property Tax Bill |
| <input type="checkbox"/> Current Child Tax Benefit Statement | <input type="checkbox"/> Ontario Driver's Licence |
| <input type="checkbox"/> Current Bank Statement | <input type="checkbox"/> Ontario Photo Card |

Must have full name with current address and valid within the last three(3) months

INCOME

Please provide all income for each family member who is 18 years or older:

- Canada Revenue Agency's (CRA) **current year Notice of Assessment with line 150.**
 - Must include name, address, tax year as well as page with line 150 (total income).

If you are unable to provide your Notice of Assessment, please provide most recent statements for all family income, for example:

- Ontario Disability Support Program (ODSP) statement with income & name/address sections attached.
- Residents receiving any forms of Canadian Pension such as Canadian Pension Plan (CPP), Old Age Security (OAS), Guaranteed Income Supplement (GIS) and Ontario Guaranteed Annual Income System (GAINS) must submit current year Notice of Assessment to prove total income.
- Employment Insurance (EIB): **Record of Employment & My Current/Recent Claim Page** from your *My Service Canada* online account.
- Pay stub(s) showing income for the last 30 days.

If you are unable to provide proof of income, you may submit a signed letter from a representative of a social agency or religious institution that lists all **family members**, verifies your **address** and **total family income**.

All required supporting documents must be photocopied. Do not send originals.

For more information, please visit www.toronto.ca/wp

Please see reverse.

List of Drop-Off Locations:
Civic Centres

Etobicoke Civic Centre <i>Parks, Forestry & Recreation Customer Service Office</i> 399 The West Mall, Toronto ON M9C 2Y2 (SE corner of Burnhamthorpe Rd & The West Mall)	North York Civic Centre <i>Parks, Forestry & Recreation Customer Service Office</i> 5100 Yonge Street, Toronto ON M2N 5V7 (Yonge St north of Sheppard Ave)
Scarborough Civic Centre <i>Parks, Forestry & Recreation Customer Service Office</i> 150 Borough Drive, Toronto ON M1P 4N7 (McCowan Rd & Ellesmere Rd)	Toronto City Hall <i>Parks, Forestry & Recreation Customer Service Office</i> 100 Queen St W, Toronto ON M5H 2N2 (Queen St W & Bay St)

Toronto Employment & Social Services Office

Atwell Employment & Social Services 220 Attwell Drive, Toronto ON M9W 6T9 (Attwell Dr north of Dixon Rd)	Beaches Employment & Social Services 1631 Queen Street East, Toronto ON M4L 1G3 (Queen St east of Coxwell Ave)
Consilium Place Employment & Social Services 100 Consilium Place, Toronto ON M1H 3E3 (McCowan Rd south of Hwy 401)	Golden Mile Employment & Social Services 1880 Eglinton Avenue East, Unit 139 Toronto ON M1L 2L1 (Eglinton Ave east of Victoria Park)
High Park / Parkdale Employment & Social Services 1900 Dundas Street West, Toronto ON M6R 3B6 (Dundas St west of College St)	Scarborough Village Employment & Social Services 3660 Kingston Road Toronto ON M1M 1R9 (Eglinton Ave E and Kingston Rd)
Lawrence Square Employment & Social Services 700 Lawrence Avenue West, East Tower, Suite 330 Toronto ON M6A 3B3 (Lawrence Ave west of Allen Rd)	Lesmill Employment & Social Services 20 Lesmill Road, Toronto ON M3B 2T5 (York Mills Rd west of Don Mills Rd)
Malvern Employment & Social Services 325 Milner Avenue, 9 th Floor, Toronto ON M1B 5N1 (Milner Ave east of Markham Rd)	Metro Hall Employment & Social Services 214 Wellington Street West, Toronto ON M5V 0L9 (Wellington St east of John St)
The Queensway Employment & Social Services 779 The Queensway, Toronto ON M8Z 1N4 (The Queensway & Royal York Rd)	Wellesley Place Employment & Social Services 111 Wellesley Street East, Toronto ON M4Y 3A7 (Wellesley St & Jarvis St)
Yonge Eglinton Employment & Social Services 150 Eglinton Avenue East, Suite 900 Toronto ON M4P 3E2 (Eglinton Ave East of Yonge St)	Yorkgate Employment & Social Services 1 York Gate Blvd, Unit 108B Toronto ON M3N 3A1 (Finch Ave West & Jane St)
York Humber Employment & Social Services 605 Rogers Road, Toronto ON M6M 1B9 (Rogers Rd west of Keele St)	

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