



Welcome Policy Recreation Fee Subsidy Application Form

Welcome Policy is a recreation fee subsidy to help Toronto residents access recreation programs. Eligible individuals and families will receive an annual financial credit amount that can be used towards the cost of fitness memberships, drop-in fees, and registered recreation programs offered at local Community Recreation Centres. Each family member listed on the application will receive an individual credit amount. Welcome Policy recreation fee subsidy is valid for a 12-month period from the day it is approved and issued. Residents need to re-apply and submit valid documentation each year.

You can apply for Welcome Policy online, or learn more information about the program at, www.toronto.ca/wp
You will need to register for recreation programs separately at www.toronto.ca/OnlineReg

If you are not able to apply online, completed application forms (with photocopied supporting documents) should be faxed to 416-338-5046. Alternatively, you may visit a Toronto-area Community Recreation Centre who may be able to fax your forms for you. Please note processing paper applications can take up to 8 weeks and residents are encouraged to apply online where possible.

Your application will only be considered once all of your supporting documents have been included. City of Toronto staff review each application to determine eligibility. If you have questions about this form or would like accessibility supports, accommodation and/or a different format, please contact the Application and Support Centre at 416-338-8888.

If you receive Ontario Works, you automatically qualify for Welcome Policy. Complete this application and submit your Ontario Works Monthly Statement with the application.

Applicant Information		
First Name	Last Name	Date of Birth (yyyy-mm-dd)
<input type="checkbox"/> Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your Single Name.		
Single Name		
Email	Telephone Number	Mobile Number
If you provide an email, you are consenting to be contacted by the City of Toronto regarding the status of your Welcome Policy application. While email is not required for Welcome Policy, email is required to register for programs through the online channel.		
OW or ODSP Member ID (if applicable)	Total Annual Income	
Toronto Address		
Street Number	Street Name	Suite/Unit Number
City/Town	Province	Postal Code



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Family Members		
<p>Please read these instructions carefully</p> <p>Enter information for each family member living with you. Welcome Policy uses the Census Family definition according to Statistics Canada.</p> <p>Include any spouse or partner of any marital status, and children of any age living with you.</p> <p>If you do not have any spouse or children, include any parents and siblings living with you.</p> <p>Family members can be through birth, adoption, or by legal guardianship. If family members have their own dependents or a spouse/partner, they should apply separately as their own family unit.</p> <p>If a household has more household members than space on the application, use a second sheet of page 2.</p>		
1. Family Member Information		
First Name	Last Name	Date of Birth (yyyy-mm-dd)
<input type="checkbox"/> Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your Single Name.		Relationship to you: <input type="checkbox"/> Spouse/ Partner <input type="checkbox"/> Child <input type="checkbox"/> Parent/ Legal Guardian <input type="checkbox"/> Sibling
Single Name		
OW or ODSP Member ID (if applicable)	Total Annual Income Amount (If under 18 please put \$0)	
2. Family Member Information		
First Name	Last Name	Date of Birth (yyyy-mm-dd)
<input type="checkbox"/> Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your Single Name.		Relationship to you: <input type="checkbox"/> Spouse/ Partner <input type="checkbox"/> Child <input type="checkbox"/> Parent/ Legal Guardian <input type="checkbox"/> Sibling
Single Name		
OW or ODSP Member ID (if applicable)	Total Annual Income Amount (If under 18 please put \$0)	
3. Family Member Information		
First Name	Last Name	Date of Birth (yyyy-mm-dd)
<input type="checkbox"/> Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your Single Name.		Relationship to you: <input type="checkbox"/> Spouse/ Partner <input type="checkbox"/> Child <input type="checkbox"/> Parent/ Legal Guardian <input type="checkbox"/> Sibling
Single Name		
OW or ODSP Member ID (if applicable)	Total Annual Income Amount (If under 18 please put \$0)	
4. Family Member Information		
First Name	Last Name	Date of Birth (yyyy-mm-dd)
<input type="checkbox"/> Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your Single Name.		Relationship to you: <input type="checkbox"/> Spouse/ Partner <input type="checkbox"/> Child <input type="checkbox"/> Parent/ Legal Guardian <input type="checkbox"/> Sibling
Single Name		
OW or ODSP Member ID (if applicable)	Total Annual Income Amount (If under 18 please put \$0)	

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Verification Documents		
Identification: Provide one per family member All government issued identification must be valid within the last three (3) months.	Proof of Address: Provide one per family	Proof of Income: Provide one for every family member that is 18 years old and over
<ul style="list-style-type: none"> <input type="checkbox"/> Driver's Licence <input type="checkbox"/> Birth Certificate <input type="checkbox"/> Passport <input type="checkbox"/> Citizenship Card <input type="checkbox"/> Permanent Resident Card <input type="checkbox"/> Ontario Photo Card <input type="checkbox"/> Indian Status Card <p>*Social Insurance Cards and Ontario Health Cards are not accepted</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Driver's Licence <input type="checkbox"/> Rental/ Lease Agreement <input type="checkbox"/> Bank Statement <input type="checkbox"/> Current Utility Bill <input type="checkbox"/> Current Child Tax Benefit Statement <input type="checkbox"/> Ontario Photo Card <input type="checkbox"/> Mortgage Statement <input type="checkbox"/> Property Tax Bill <input type="checkbox"/> Ontario Works (OW) Monthly Statement <input type="checkbox"/> Ontario Disability Support Program (ODSP) Monthly Statement 	<ul style="list-style-type: none"> <input type="checkbox"/> Notice of Assessment (Line 15000) <input type="checkbox"/> Ontario Disability Support Program (ODSP) Monthly Statement <input type="checkbox"/> Ontario Works (OW) Monthly Statement <input type="checkbox"/> Employment Insurance (EI) <input type="checkbox"/> Paystubs (past 30 calendar days) <input type="checkbox"/> Letter from social agency or institution

I, _____, have completed this application form for the Welcome Policy and state that the information I have provided is true and accurate to the best of my knowledge. I agree to accept financial responsibility for the program(s) myself and my family are registered in, should my application be denied.

Print Name (First Name, Last Name)

Applicant Signature

Date (yyyy-mm-dd)

Social Development, Finance & Administration collects personal information on this form under the legal authority of the City of Toronto Act, 2006, sections 8 and 136 (c); the City of Toronto Welcome Policy, authorized by Clause 6, Report Number 1 of the Economic Development and Parks Committee, adopted by City Council on July 6, 7 and 8, 1999, as confirmed by City of Toronto By-law 442-1999; Clause 1, Report Number 2 of the Economic Development and Parks Committee, adopted by City Council on March 6, 7, and 8, 2001, as confirmed by City of Toronto By-law 187-2001; Item 2012.EX14.1, City Council Decision 184, as confirmed by City of Toronto By-law 104-2012 and; Item 2013.CD24.4, City Council Decision 1, as confirmed by City of Toronto By-law 1430-2013. The information is collected for the purpose of assessing eligibility for, administering, and evaluating the Welcome Policy Program. Questions about this collection can be directed to Manager, Human Services Integration, 100 Queen Street East, 11th Floor, East Tower, Toronto, Ontario, M5H 2N2, or by telephone at 416-338-8888.