



# Fee Assistance Application

## Play Your Way Fund

Parks & Recreation Customer Services  
P O Box 5035, London ON N6A 4L9



Additional information on reverse.

Applicant (main contact)				
Last name		First name		Date of birth (MM/DD/YY)
Address			Apt/Unit no.	City <b>London</b>
Telephone number / extension		E-mail address		
Proof of London residency <input type="checkbox"/> Current rent or mortgage agreement <input type="checkbox"/> Current utility or tax bill <input type="checkbox"/> Current benefit statement <input type="checkbox"/> Current driver's licence				

Spouse/Partner		
Last name	First name	Date of birth (MM/DD/YY)
Last name	First name	Date of birth (MM/DD/YY)

Proof of current annual family income (Please check every box that applies and attach copies of those documents for the current year.)		
<input type="checkbox"/> Canada Pension Plan (CPP) / Disability	<input type="checkbox"/> Ontario Disability Support Program or ASDC (include Drug Benefit Card)	<input type="checkbox"/> Referral from Social Agency (must state total family income)
<input type="checkbox"/> Guaranteed Income Supplement (GIS)	<input type="checkbox"/> Ontario Student Assistance Program (OSAP)	<input type="checkbox"/> Worker's Compensation Benefit
<input type="checkbox"/> Notice of Assessment	<input type="checkbox"/> Pay stubs (2 consecutive and current)	<input type="checkbox"/> Other

Sources of Income (use the reverse side if more lines are needed)	Name of Family Member Receiving Income	Annual Income

The above information I have provided is true and complete to the best of my knowledge. All family members noted above are residents of London. I agree to accept financial responsibility for the services that myself or my family have registered in, should we be granted fee assistance based on false information.

NOTE: This form must be signed by all adult members of the household listed above who are 18 and over.

X \_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Date signed (DD/MM/YYYY)

X \_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Date signed (DD/MM/YYYY)

The personal information on this form is collected under the authority of the Municipal Act, 2001, Section 11 and will be used for the purpose of determining eligibility for financial assistance in the form of a fee waiver for Parks and Recreation programs and services, and to administer this program. It may also be used for aggregate statistical reporting. Questions about this collection may be directed to the City of London Parks and Recreation Department - Supervisor of Customer Services, P O Box 5035, N6A 4L9, or call 519-661-5575.

For City of London Use only		
AID: _____	Status	Processed by
CID: _____		
SID: _____		Date
ADID: _____		
FN: _____		

**Children (continued)**

Last name	First name	Date of birth (MM/DD/YY)

Sources of Income (continued)	Name of Family Member Receiving Income	Annual Income

**Instructions for Fee Assistance Application - Play Your Way Fund**

Bring or mail your completed application form with copies of supporting documents to one of the locations listed at the end of this document. Please note, if you are presenting information on behalf of a family member who is 18 or over, it must be accompanied with a signed letter from the individual consenting to the release of this information on his/her behalf. Any information you provide will be returned to you or destroyed, as directed by you.

1. For identification purposes, please provide any one of the following documents for each family member:
  - a. Birth certificate
  - b. Canadian Citizenship, permanent resident card or Refugee documents
  - c. Certificate of Indian Status
  - d. Canadian Passport
  - e. Valid Ontario driver's license
2. The following is a list of applicable proofs of income. If you have income from a), b) or c), please attach a current copy of one of those sources.
  - a. Canada Revenue Agency Notice of Assessment from the current year for each adult in the household, showing line #236 (net income)
  - b. Canada Revenue Agency Goods and Services Tax/Harmonized Sales Tax stating family net income
  - c. Canada Child Tax Benefit summary, showing family Adjusted Annual Income

If you cannot provide one of the documents above, please provide proof of any income source indicated below.

- d. Government benefits stub: OW, ODSP/ACSB, EIB, CCP, OAS, GAINS, etc.
- e. Pay stubs (2 consecutive & current)
- f. Other household income such as child or spousal support, rental income, etc.
- g. Refugee – Provide a copy of any government document that confirms you are receiving support under the Resettlement Assistance Program or Interim Federal Health Program

We can approve Fee Assistance for anyone who has come to Canada as a refugee and has not been sponsored by a family or group. Please provide a copy of the Refugee Protection Claimant Document or any other government document that confirms you are receiving support under the Resettlement Assistance Program or Interim Federal Health Program. We cannot accept immigration papers because they do not tell us that you are a refugee covered by these programs.

If you are unable to provide proof of income documents, you may submit a signed letter from a representative of a social agency or religious institution that lists all family members, verifies your total family income, and includes your address. This includes letters from shelters or services for homeless. All letters must be printed on agency letterhead.

3. Proof of Residency in London:
  - a. Rent receipts that show address and name of applicant
  - b. Lease or mortgage agreement
  - c. Property tax bill
  - d. Current utility bill
  - e. Current Child Tax Benefit statement
  - f. Valid Ontario Driver's License

Play Your Way Fund application forms are available online at [www.london.ca/spectrum](http://www.london.ca/spectrum), or at the following locations:

- Bostwick Community Centre (2nd Floor Service Desk) – 501 Southdale Rd W
- Canada Games Aquatic Centre – 1045 Wonderland Rd N
- Carling Heights Optimist Community Centre – 656 Elizabeth St
- Citi Plaza – 355 Wellington Street, Suite 248
- Kiwanis Senior Centre – 78 Riverside Dr
- North London Optimist Community Centre – 1345 Cheapside St
- South London Community Pool – 585 Bradley Ave