



City of Langley

Leisure Access Grant Program

Recreation, Culture and Community Services

PLEASE KEEP THIS PAGE FOR YOUR REFERENCE

The City of Langley's Leisure Access Program is administered by the Recreation, Culture and Community Services Department to provide City of Langley residents with the opportunity to participate in leisure activities at a reduced cost.

DO I QUALIFY?

You may qualify for the Leisure Access Program if you meet all of the following requirements:

- You are a resident of the City of Langley
- **One of the following:**
 - You are currently receiving government income assistance from the Ministry of Social Development
 - Your family's total income is equal to or below the amounts below (this includes all adults living at the same address, including extended family, regardless of age)

FAMILY SIZE	1 Person	2 People	3 People	4 People	5 People	6 People
GROSS FAMILY INCOME	\$19,053	\$23,718	\$29,158	\$35,403	\$40,153	\$45,287

WHO DOES NOT QUALIFY?

You do not qualify for the Leisure Access Grant Program if:

- You are a temporary resident (visitor), including being on a study or work permit

WHAT CAN I APPLY FOR?.....If eligible, each family member permanently living in the household will receive a discount (25%-75%) to cover the cost of **either** a City of Langley program (contracted programs excluded), or a City of Langley facility pass **or** an aquatic pass to the indoor pools located in the area (this option is available to adults and seniors only).

All fees not covered must be paid in full at the time of registration. Supplies, field trips, contract programs and facility rentals are not covered under the Leisure Access Program.

HOW OFTEN CAN I APPLY?.....You can apply for a Leisure Access Grant once per season (January – March; April– June; July –August; September - December). Some exceptions may apply.

A new application, including all required documents **, are required to be submitted each season.

**If you are a recipient of Persons with Disabilities (PWD) benefits through the Ministry of Social Development you are only required to provide proof of income once per calendar year, however, proof of residency must be shown each time a program or pass is requested.

HOW DO I APPLY?.....If you confirmed your eligibility, please complete the application form and include the following documents:

- Proof of residency – you must provide a recent utility bill or rent receipt that confirms your address
- Proof of income – you must provide one of the following documents **FOR EACH ADULT IN THE HOUSEHOLD**
 - a copy of your most recent benefit statement;
 - Canada Revenue Agency Notice of Assessment for the prior year;

Please note that applications that are submitted without the required documentation cannot be processed until all documents are received.

HOW LONG DOES IT TAKE?.....Once your completed application form and required documents are received, it will be processed within **two to three weeks**. You will then be contacted by our staff to make registration and payment arrangements.



City of Langley
Leisure Access Grant Application Form
 Recreation, Culture and Community Services

DATE RECEIVED

Applicant Name: _____

Address: _____ Postal Code: _____

Phone: (H) _____ (C) _____ Email: _____

You must list all adults and children under 18 years of age living in the same household in order to determine your eligibility.

Last Name	First Name	Date of Birth Day/Month/Year	Program/Pass Request This area must be completed please indicate the type of pass OR program you are applying for

Marital Status: (Please check one)

1. Single____ 2. Married____ 3. Divorced____ 4. Common-Law____ 5. Separated____ 6. Widowed____

2. **Please indicate whether you rent or own your residence (please circle):** **RENT** **OWN**

- What is your monthly payment? _____

3. **Do you receive government income assistance?** (please circle) **YES** **NO**

- If yes, what type of assistance and what is your monthly payment:

Persons With Permanent Disability \$ _____ Social Assistance \$ _____ EI \$ _____

Guaranteed Income Supplement \$ _____

4. **What is the total household monthly income from:**

- Employment earnings: _____ Child and/or Spousal Support: _____

- Pension (CPP, OAS, Private): _____ Other (LTD, WCB): _____

5. **Does anyone in your household receive or earn any income from another country?** yes no

- If yes, gross annual amount _____

Applicant's signature _____ **Date** _____

The City of Langley Leisure Access Program reserves the right to refuse access to this program to anyone who provides false information. In the event that any false information is discovered after an application has been approved, any passes held will be nullified and clients will be withdrawn from any courses registered in at a reduced rate.

PLEASE ALLOW TWO TO THREE WEEKS FOR YOUR APPLICATION TO BE PROCESSED

FOR OFFICE USE ONLY

Approved _____ Declined _____

Percentage of discount: (please circle) **25%** **50%** **75%** **100%**

- Other (please specify): _____

Comments: _____

Date: _____ Approved by: _____

Date customer contacted: _____ Contacted by: _____

Comments: _____

FOR STAFF USE ONLY – PLEASE ATTACH TO COMPLETED APPLICATION

PLEASE ENSURE YOU HAVE RECEIVED THE REQUIRED DOCUMENTATION – APPLICATIONS CANNOT BE PROCESSED UNTIL ALL DOCUMENTS ARE RECEIVED.

PROOF OF RESIDENCY– PLEASE CHECK OFF WHICH DOCUMENT IS ATTACHED

ACCEPTED DOCUMENTS:

- Recent utility bill
- Rental receipt/agreement
- Current income statement with address
- Statement from government agency and/or housing provider confirming address

NOT ACCEPTED – Driver's License or BC ID

If an accepted document is not attached, please provide an explanation: _____

PROOF OF INCOME – PLEASE CHECK OFF WHICH DOCUMENT IS ATTACHED

ACCEPTED DOCUMENTS: **MUST BE RECEIVED FOR EACH ADULT (OVER 19 YEARS) RESIDING IN THE SAME HOUSEHOLD**

- Prior year Canada Revenue Agency Notice of Assessment
- Recent benefit statement from government assistance program

NOT ACCEPTED – Bank Statement

If an accepted document is not attached, please provide an explanation: _____

APPLICATION COMPLETION – PLEASE CHECK OFF

- Date received is completed
- Program/Pass request is completed
- All questions are answered

Staff Name: _____