

# **Guest Policy**

## **Purpose**

The Regulations of the Social Housing Reform Act require the Co-op to set rules for the temporary accommodation of guests in geared-to-income units. This Policy only applies to households who pay a geared-to-income housing charge.

## **Relation to Other By-laws**

This Policy and its procedures are intended to work with the Co-op's existing by-laws. If there is a conflict, this Policy governs.

## **Guest Rules**

The Co-op's guest rules for members will be as stated in Article 7 of the Occupancy By-law (#6), especially sections 7.4 (Casual Guests) and 7.5 (Long-Term Guests), except as changed by this Policy.

## **Income of Guests**

Despite anything in the Occupancy By-law or the Co-op's other by-laws, if anyone is accommodated in a unit for more than one month for any number of visits during any twelve-month period, the income of that person must be included when calculating a geared-to-income housing charge. The board can choose the twelve-month period. If Government Requirements are changed to establish a time limit for including income of guests, or a maximum time limit for co-ops to use, that time limit or maximum time limit will apply instead of what is stated in this Policy.

## **Signing Appendices**

If a guest's income is included under section 4.4, the household must submit new Appendices A, B and C to the Occupancy Agreement including the guest's signature.