



Splatsin

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HOUSING FAQ'S

(Frequently Asked Questions)

1. **When does my housing application expire?**
 - a. Your housing application will expire after 1 year on file.
 - b. Contact Information needs to be updated upon any changes.

2. **How do I get repairs and maintenance done on my rental home?**
 - a. If you are in a band owned rental home, the office has maintenance and repair forms that you can fill out and submit to housing.
 - b. If you have a private home, you can fill out and submit a repair request. Housing will return your call with information on a trade's person IE Plumber or electrician or carpenter that can assist you. **If available housing can look at the work for you and give you a quote, payable by you as the home owner.**

3. **How do I get a copy of my Tenancy File?**
 - a. You must submit a request in writing to Housing for your file. A copy will be given to you, it could take 30-60 days from the time of your request.
 - b. The first copy of your file is free. If you need additional copies, they are \$50 each.

4. **How do I have a look at the auditor's report of the Housing Budget?**
 - a. Requests must come in writing to the Finance Department, specifically the Finance Director. You will be contacted for an appointment.

5. **What is my responsibility as a social development client regarding receipts or rental payment for my rental home?**
 - a. Every client is responsible for their own receipts. They must request a copy from Housing or Finance, or ask for their B&D from social development every month. Without confirmation of payment a tenant has no proof or evidence rent has been paid on their behalf.