

**1. GIVE YOUR DETAILS.**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
Current Civic Address: \_\_\_\_\_  
City or Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Current Mailing Address (if different than Civic): \_\_\_\_\_  
Phone/Cell Number: ( ) - \_\_\_\_\_ Email Address: \_\_\_\_\_  
Date of Birth: DD / MM / YYYY Social Insurance Number (SIN): / /  
Do you:  Own  Rent

**Give details of any other adult living in the home (spouse, common law, other):**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
Social Insurance Number (SIN): / / Date of Birth: DD / MM / YYYY

**2. PROVE YOU PAID FOR HEAT.**

Attach a heating bill or receipt to prove how you pay for heat at your current civic address. The bill/ receipt must match the name on the application and be dated between **January 1, 2017 and March 31, 2018.**

- If heating with oil, provide a delivery slip in the name and civic address listed on the application.
- If heating with electricity, we will use your power bill to check that you use electricity to heat your home.
- If heating with wood, provide a wood invoice form OR if you harvest your own wood, a wood declaration form.

**3. PROVE YOUR INCOME.**

- If you get Income Assistance from the Department of Community Services, no additional proof is required.
- If you apply as a single person household, providing your signature on this form will allow your income to be verified through Canada Revenue Agency (CRA).
- If you apply as a household of two adults, providing signatures on this form will allow your income to be verified through CRA.
- If you apply as a single-parent household, providing your signature on this form will allow your income to be verified through CRA. You must also have received the Canada Child Tax Benefit in 2016.
- If your income is higher than the threshold, but you are a senior receiving GIS or The Allowance, attach a copy of your grant letter from Employment and Social Development Canada. To request a copy of your grant letter call Service Canada at 1-800-277-9914 (press 0 to speak to a representative).

**4. PICK YOUR HOUSEHOLD TYPE.** (Check **ONE** only)

- Person or household currently on Income Assistance from the Department of Community Services.
- Single with an income of **\$29,000 or less** (after tax) – single means living alone with no children or other dependents.
- Single-parent household with an income of **\$44,000 or less** (after tax) – one adult only with one or more children living with you.
- Household of two or more adults who share expenses with a combined income of **\$44,000 or less** (after tax) – married, common law, or sharing a home with another adult, with or without children.
- Senior on Guaranteed Income Supplement (GIS) or on The Allowance.

## 5. PROVIDE YOUR SIGNATURE BELOW.

I/We declare that the information provided on this application form is true and correct to the best of my/our knowledge. I/we hereby authorize the Canada Revenue Agency to release relevant information, including my/our income, from my/our personal income tax return(s) to verify my/our eligibility for the program, and to release my/our bank account information for the purpose of direct deposit of the Nova Scotia Heating Assistance Rebate Program.

I/We understand that Service Nova Scotia will collect, use, and disclose my/our personal information only for the purpose of determining and verifying my/our eligibility for the Heating Assistance Rebate Program, or as authorized by the Freedom of Information and Protection of Privacy Act, and will collect statistical information for program review purposes. If applying under the Income Assistance category, the Department of Community Services may verify my/our source of income to show that I/we qualify for the rebate.

If you filed your 2016 income tax return as married or common-law, you must supply BOTH signatures for processing.

**Signature of Applicant:**  \_\_\_\_\_  **Date**  
: \_\_\_\_\_ DD / MM / YYYY

**Signature of Spouse,  
partner or other:**  \_\_\_\_\_  **Date**  
: \_\_\_\_\_ DD / MM / YYYY

I/We would like to share my/our name, address and phone number with Efficiency Nova Scotia so they can see if I/we qualify for home energy efficiency programs (optional)

## 6. MAIL YOUR SIGNED AND COMPLETED APPLICATION FORM.

Make sure to include your bill/receipt and any other documents with your application form. Failure to do so may result in a delay in processing your application.

**All applications must be mailed by March 31, 2018.**

**Send mail to:** HARP, Box 641, CRO, Halifax, NS, B3J 2T3

**Send fax to:** 902-428-2164

## 7. WAIT TO RECEIVE YOUR REBATE.

If you currently receive your personal income tax refund from Canada Revenue Agency by direct deposit, **your rebate will be deposited into your bank account once you have been approved.** If you do not receive your income tax refund by direct deposit, your cheque will be mailed within 8 weeks.

## DIRECT DEPOSIT AND EMAIL NOTIFICATIONS

**Applicants registered for direct deposit with Canada Revenue Agency can receive their rebates directly into their bank account.** If you **provide an e-mail address** to Service Nova Scotia on this application form, **you will be notified by e-mail when your rebate has been deposited into your bank account.** If you would like to register for direct deposit, please telephone the Canada Revenue Agency at 1-800-959-8281 or visit <http://www.cra-arc.gc.ca/directdeposit/>.

**For more information call: 902-424-5200 or 1-800-670-4357 toll free in Nova Scotia.**