

## What is Recreation Credit?

The Recreation Credit program provides Burnaby residents in financial need, as confirmed by recognized outside agencies, a credit to be used at any Burnaby Parks, Recreation and Cultural Services facility for programs and admissions. There are some exceptions such as golf, private lessons, and birthday parties. The Recreation Credit has no cash value and is valid for one year. You need to complete this application process each year.

### You must meet the following criteria to apply:

- live in Burnaby (proof of address is required)
- be a Canadian Citizen, permanent resident or refugee
- qualify as #1 Low Income (see criteria) or #2 Receiving Government Income Assistance

## #1 LOW INCOME

To qualify as Low Income you must meet the following criteria:

- Income interest earned is no more than \$100 per adult per year.
- RRSP contribution is no more than \$1,000 per family per year.
- Family income meets Low Income Cut-Off (LICO) figures below. \*

Individual	\$5,000 - \$27,514	Family of 4	\$5,000 - \$51,128	Family of 7+	\$5,000 - \$72,814
Family of 2	\$5,000 - \$34,254	Family of 5	\$5,000 - \$57,989		
Family of 3	\$5,000 - \$42,111	Family of 6	\$5,000 - \$65,401		

\* Individuals with a Disability Tax Credit certificate: your maximum allowable income to qualify is increased by the amount of your Disability tax credit.

### NEXT STEPS:

- Complete the application form (see over) Page 2
- Gather your supporting documents

#### 1. INCOME VERIFICATION (most current):

- Copy of C-print for each adult from Revenue Canada (call 1-800-959-8281 or access from MyCRA)
- If you arrived to Canada within the last year and cannot get a C-print, please provide copies of both sides of your Permanent Resident Card and copies of two of your most current pay cheque stubs or EI stubs.

#### 2. ADDRESS VERIFICATION

Submit a building-related bill showing your current address (dated within two months of application)

Example: copy of hydro, gas, internet, cable or landline telephone bill

#### 3. CANADA CHILD TAX BENEFIT STATEMENT (CCTB)

For families applying with children under 19 years old, provide most recent copy of CCTB (call 1-800-387-1193 or access MyCRA)

- DELIVER THE APPLICATION AND SUPPORTING DOCUMENTS BY MAIL OR IN PERSON TO:



**Burnaby Community Services**  
2055 Rosser Avenue  
Burnaby, BC V5C 0H1  
Phone: 604-299-5778

## #2 RECEIVING GOVERNMENT INCOME ASSISTANCE

To qualify you must be receiving income assistance from one of the following sources:

- Ministry of Social Development and Poverty Reduction (MSDPR) includes Persons With Disabilities (PWD)
- Immigrant Services Society (ISS) of BC with Resettlement Assistance Program (RAP) (604-684-7498)
- Community Living BC (CLBC)

### NEXT STEPS

- Complete the application form (see over) Page 2 supporting agency staff **MUST** sign and stamp your application.
- Return completed application form

The agency staff or you can fax or mail the completed, signed and stamped form to the address below, where it will be forwarded to the Recreation Credit office:

#### NEW ADDRESS

**Burnaby Parks, Recreation & Cultural Services Department**  
#2301 - 3713 Kensington Ave.  
Burnaby, BC V5B 0A7  
Fax: 604-291-0338

If you have questions or concerns about Recreation Credit or to confirm the start or expiry date of your credit, contact the **Recreation Credit Office at 604-320-2227**



# Burnaby Recreation Credit Program Application Form

IN ORDER TO PROCESS YOUR APPLICATION, THIS FORM MUST BE FILLED OUT COMPLETELY. PLEASE PRINT CLEARLY

Last Name	First Name (Preferred Name)	Birthdate			Gender	
		Day	Month	Year	Male	Female
1. Main Contact						
2.						
3.						
4.						
5.						
6.						
7.						
8.						

Address: \_\_\_\_\_ Suite: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone (home): \_\_\_\_\_ Phone (cell/work): \_\_\_\_\_ Email: \_\_\_\_\_

If required, name of translator (print): \_\_\_\_\_ Phone: \_\_\_\_\_

I consent for my referring agency, BC Ministry of Social Development or Burnaby Community Services or Burnaby Family Life or Community Living BC or Immigrant Services Society of BC, to determine for the City of Burnaby if I am eligible based on the qualifying criteria.

I certify that all information given is current, complete and I have fully disclosed my family income.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

The personal information collected on this form is authorized under section 26 of the *Freedom of Information and Protection of Privacy Act* for the purpose(s) set out on this form. Should you have any questions about the collection of this personal information please contact us by mail at: Parks, Recreation & Cultural Services Department, #2301 - 3713 Kensington Ave., Burnaby, British Columbia V5B 0A7, by telephone: 604-294-7450 or by email: [parks@burnaby.ca](mailto:parks@burnaby.ca)

**Agency Verification – This section must be completed by the verifying agency, prior to submission, to confirm the number of eligible applicants listed above that qualify for the Burnaby Parks, Recreation & Cultural Services Recreation Credit Program.**

How many applicants are eligible?

\_\_\_\_\_  
Agency Staff Name (print)

\_\_\_\_\_  
Agency Staff Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone

Agency Stamp