

## 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 Culture 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 government sponsored refugee \*
  - qualify as #1 Low Income or #2 Receiving Government Income Assistance
- \* (Canada-Ukraine Authorization Emergency Travel Applicants or Privately Sponsored Refugees use alternate form)

## #1 LOW INCOME

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

- Income interest earned is no more than \$1,000 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 - \$29,380 | Family of 4 | \$5,000 - \$54,594 | Family of 7+ | \$5,000 - \$77,751 |
| Family of 2 | \$5,000 - \$36,756 | Family of 5 | \$5,000 - \$61,920 |              |                    |
| Family of 3 | \$5,000 - \$44,966 | Family of 6 | \$5,000 - \$69,835 |              |                    |

\* 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 Proof of Income Statement (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 rental agreement, hydro, gas, internet, cable or 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 mail the completed, signed and stamped form to the address below, where it will be forwarded to the Recreation Credit office:

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

Once your completed application package has been approved, you will receive a confirmation letter.

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 or [recreationcredit@burnaby.ca](mailto:recreationcredit@burnaby.ca).



# 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 and Poverty Reduction** 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 & Culture, #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 & Culture Recreation Credit Program.**

How many applicants are eligible?

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Agency Stamp