

## CASUAL AND LONG-TERM GUEST POLICY

- a) Members can have only a reasonable number of guests at any one time.
- b) Members who pay geared-to-income housing charge must have the board's permission to permit a casual guest to stay for more than **two consecutive months** for a single visit and **three months** in any number of visits during any twelve-month period.
- c) Any guest that is accommodated in a unit for more than **three months** 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 a twelve-month period.
- d) The Board can allow members to have a guest for an indefinite period otherwise called "Long-Term Guest". Examples of such guests are as follows:
  - family members who are part of a member's household
  - live-in employees
  - additions to the household who have been refused membership, and
  - others whom the member invites.
- e) The Board can cancel the long-term guest status or change the terms of the long-term guest status at any time. The board will give written notice to the member and the guest of any meeting where it will be discussed and when the board decides to end a long-term guest status. The board decides when the long-term guest status ends. There is no right of appeal.
- f) After a long-term guest period expires, the guest must move out of the unit or sign an agreement if the guest's income is included in the household subsidy calculations. The guest may apply to become a member.
- g) Any geared-to-income household that fails to report a long-term guest in their unit may lose their RGI subsidy.
- h) No member is permitted to sublet their unit to a long-term guest at any time

# FAX

To: **Ken Goka**

Date: April 24, 2003

**Subject: Draft of Casual and Long Term Guest Policy**

Comments:

c) should perhaps read:

“The income for any guest that is accommodated in a unit for more than three months for any number of visits during any twelve-month period must be included when calculating a geared-to-income housing charge. The Board can choose any twelve-month period.

g) “loose” should be **lose** in the sentence.

That’s all, Ken, the rest is just fine.

Ingrid

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