Northwest Territories

Income Security Programs

DAMAGE DEPOSIT REFUND AGREEMENT

Damage deposits issued by the Department of Education, Culture and Employment, Income Security Programs, must be recovered when a tenant leaves a rental property.

All sections are mandatory - Place a dash or line through boxes that do not apply to you.

APPLICANT INFORMATION (please print)

Last Name		First Name
Middle Name(s)		Previous Last Name(s)
Street Address		City/Community , NT
Mailing Address (if different than above)		
Apartment Number	Postal Code	Telephone (Home) ( )
Social Insurance Number / /	Date of Birth - YY/MM/DD / /	Case Number

RENTAL DEPOSIT INFORMATION

New Rental Address			
Landlord's Name and Company			
Telephone ( )	Move In Date: - YY/MM/DD / /	○ Market Rent ○ Public Housing	Damage Deposit Amount $

DAMAGE DEPOSIT PAYMENT SCHEDULE

Cheque Number			
Date (YY/MM/DD)			
Amount	$	$	$

DECLARATION

I understand that I must return the full damage deposit, plus interest to the Department of Education, Culture and Employment, Government of the Northwest Territories, within 30 days of leaving my rental unit. I understand that if I fail to repay the full damage deposit plus interest, the Department of Education, Culture and Employment will initiate recovery against me for the full amount owed.

x _____ | _____

Applicant's Signature | Date - YY/MM/DD

This information is being collected under the authority of the *Access to Information and Protection of Privacy (ATIPP) Act*, Section 41.(1)(g) and the *Northwest Territories (NT) Social Assistance Act and Regulations*. The privacy provisions of the *ATIPP Act* protect my information, and all applicants have the right to examine and request correction of his or her records and to request a review by the Information and Privacy Commissioner. If you have any questions about the collection of information, contact the Department of Education, Culture and Employment, Box 1320, Yellowknife, NT X1A 2L9 or call 1-866-973-7252 or 867-920-8921.