

## Statement of Income

**Unless you have been told otherwise, you have two options:** Attach your paystubs and receipts **OR** Fill in the information below and keep your paystubs and receipts in case we ask to see them in the future.

Name _____	Member ID _____	Office ID _____	Case Owner _____	Income Change <input type="checkbox"/> YES <input type="checkbox"/> NO
MAIL THIS FORM TO THE ADDRESS BELOW AS SOON AS POSSIBLE AFTER _____ DAY _____ MONTH _____ YEAR		INCOME FOR _____ DAY _____ MONTH _____ YEAR TO _____ DAY _____ MONTH _____ YEAR		
County of Dufferin Community Services 30 Centre Street Orangeville, Ontario L9W 2X1		Have <input type="checkbox"/> you <input type="checkbox"/> your spouse <input type="checkbox"/> dep. adult <input type="checkbox"/> stopped <input type="checkbox"/> started working this month? Name of Employer or Paid Training Program _____  Date of <input type="checkbox"/> last <input type="checkbox"/> first pay cheque _____		

### Earnings

1. Enter all amounts received by cash or cheque or bank deposit      2. Enter Name of Employer or Paid Training Program and paystub date.

Name: _____ <input type="checkbox"/> Recipient <input type="checkbox"/> Spouse <input type="checkbox"/> Dep. Adult Attending secondary/post-secondary school full time? <input type="checkbox"/> No <input type="checkbox"/> Yes	Employer Name/ Training Program	Employer Name/ Training Program	Employer Name/ Training Program	Employer Name/ Training Program	Employer Name/ Training Program
	Date	Date	Date	Date	Date
	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>
Gross Earnings/Training Allowance					
Tips and Gratuities					
<b>Deductions on Paystub</b>					
Income Tax					
Employment Insurance					
Canada Pension Plan					
Union Dues					
Mandatory Pension Plan					
Name: _____ <input type="checkbox"/> Recipient <input type="checkbox"/> Spouse <input type="checkbox"/> Dep. Adult Attending secondary/post-secondary school full time? <input type="checkbox"/> No <input type="checkbox"/> Yes	Employer Name/ Training Program	Employer Name/ Training Program	Employer Name/ Training Program	Employer Name/ Training Program	Employer Name/ Training Program
	Date	Date	Date	Date	Date
	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>
Gross Earnings/Training Allowance					
Tips and Gratuities					
<b>Deductions on Paystub</b>					
Income Tax					
Employment Insurance					
Canada Pension Plan					
Union Dues					
Mandatory Pension Plan					

### Child Care Expenses

Child Name	Caregiver Name	Extended Day Program	Licensed	Unlicensed	<b>Amount</b>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

I declare the information here to be accurate and complete.	Signature (Recipient/Trustee) _____	Date _____
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#### Notice with Respect to the Collection of Personal Information

*(Freedom of Information and Protection of Privacy Act / Municipal Freedom of Information and Protection of Privacy Act)*

This information is collected under the legal authority of the *Ontario Disability Support Program Act, 1997*, sections 5, 10, 45 & 46 or the *Ontario Works Act, 1997*, sections 7, 8, 15 57 & 58 for the purpose of administering Government of Ontario social assistance programs. For more information, please contact your caseworker at your local Ontario Works office. For local office contact information, please contact ServiceOntario toll-free at 1-888-789-4199 (TTY: 1-800-387-5559) or visit the ministry's website at [www.ontario.ca/mcss](http://www.ontario.ca/mcss).

## Changes Report

**COMPLETE ONLY IF THERE ARE CHANGES TO REPORT** and return to your local office BY THE 16th of the month: ATTACH RECEIPTS.  
It is your legal obligation to report CHANGES in living arrangements, shelter costs, family size, income or assets.

Name		Member ID	Office ID	Case Owner	Changes for the month of		
<b>Have you moved?</b>							
Date Moved _____		<input type="checkbox"/> Renting	<input type="checkbox"/> Boarding (meals)	<input type="checkbox"/> Own Home	<input type="checkbox"/> Institution/Hospital		
New Address							
Street Number		Street Name				Unit Number	
<input type="checkbox"/> PO Box <input type="checkbox"/> Rural Route <input type="checkbox"/> General Delivery		Town/City _____		Postal Code _____			New Phone Number _____
<b>Do you have new housing costs? Attach receipts for new housing expenses.</b>							
New Rent/Boarding/Mortgage Amount				Amount Paid	Start Date (D/M/Y)		
New Monthly Utility Costs (e.g. Hydro, Insurance)							
New Annual Heating Costs <input type="checkbox"/> Oil <input type="checkbox"/> Gas <input type="checkbox"/> Electric <input type="checkbox"/> Wood							
<b>Family Changes</b>							
Name		<input type="checkbox"/> Recipient	<input type="checkbox"/> Spouse	<input type="checkbox"/> Dep. Adult	<input type="checkbox"/> Dep. Child		
Details of change: (e.g. moved out, finished school, new baby)				Start Date (D/M/Y)			
Is a family member leaving Ontario for more than 7 days? Date leaving _____ Date returning _____							
Name		<input type="checkbox"/> Recipient	<input type="checkbox"/> Spouse	<input type="checkbox"/> Dep. Adult	<input type="checkbox"/> Dep. Child		
Does any family member have changes in assets (bought or sold or changed in value)?							
Type of Asset				New Value	Start Date (D/M/Y)		
Other Changes in Circumstances (e.g. shared custody, new person living with you)							
<b>Does any family member have changes in income?</b>							
Gross Income	Amount			Gross Income	Amount		
	Recipient	Spouse	Dep.		Recipient	Spouse	Dep.
Support Payments				Rental Income			
Employment Insurance				Foreign Pension			
WSIB				Private Pension			
CPP/QPP - Retirement				Gifts / Windfalls			
CPP/QPP - Disability				Loans			
CPP/QPP - Survivor				Trust / Inheritance			
OAS/GIS				Segregated Funds / Annuities			
GAINS A				Interest / Dividends			
Roomer Income				Insurance Benefits			
Boarder Income				Other (specify):			

I declare the information here to be accurate and complete and agree to advise my local Ontario Works office of any changes.

Signature (Recipient/Trustee)

Date