

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
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Have you moved?

Date Moved _____ Renting Boarding (meals) Own Home Institution/Hospital

New Address

Street Number	Street Name	Unit Number
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PO Box Rural Route General Delivery

Town/City _____

Postal Code _____ New Phone Number _____

Do you have new housing costs? Attach receipts for new housing expenses.

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		

Family Changes

Name _____ Recipient Spouse Dep. Adult 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 _____ Recipient Spouse Dep. Adult 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)

Does any family member have changes in income?

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
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If you've moved recently, fill in your new address and phone number

Let us know if you have new or changed housing costs (e.g. rent, utilities)

Let us know if any of your family member's information or circumstances has changed, or if a family member will be leaving Ontario for more than 7 days.

Report any new or changed income for yourself, your spouse, or a dependant adult