Leisure Access and Ride Transit Programs
APPLICATION FORM version 20260120

More information on how to fill out this form can be found on our website or on Leisure Access & Ride Transit Program Application Information Guide

Section 1 - MAIN APPLICANT INFORMATION

GIVEN NAME	SURNAME (FAMILY NAME)	LAP MEMBER BARCODE (Leisure Access Scan card if you have one currently)	DATE OF BIRTH E.G. 24-AUG-1997

Pick one of the three options :   ☐ This is my first time applying)   ☐ My membership is expiring and would like to apply again
☐ I would like to add a person or make a change to an existing membership)

Suite or apt #	Current Address (Physical Address)	City / Province
Postal Code:	Email Address:	Phone #

Mailing Address (if different from residence address):	Mailing City/Prov	Mailing Postal Code:

Section 2 - MAIN APPLICANT MANDATORY QUESTIONS

1. **Are you CURRENTLY enrolled FULL TIME at one of the schools listed below,**
   ☐ NO, I am NOT currently enrolled in any of the schools listed below.
   YES, I am currently enrolled at (IF YES, PLEASE INCLUDE YOUR FEE SCHEDULE FOR THE TERM)
   ☐ University of Alberta   ☐ NAIT   ☐ MacEwan   ☐ Norquest College   ☐ Norquest LINC program

2. **Are you a Canadian National Institute for the Blind (CNIB) cardholder**? ☐ NO   ☐ YES

3. **Family Members on this application: (Include Spouse and all dependants age 17 and younger in a household)**
   a. ☐ I am **Single**, Legally Separated/Divorced, or Widowed and have **no dependant children** (Complete section 5, and 6)
   b. ☐ I am **Single**, Legally Separated/Divorced, or Widowed and **have dependant children** (Complete section 4, 5, and 6)
   c. ☐ I **live in the same household** with my **Married** or common-law partner with **no dependant children** (Complete section 3, 5, 6)
   d. ☐ I **live in the same household** with my **Married** or common-law partner with **dependant children** (Complete section 3, 4, 5, 6)
   e. I **am Married**/ or common-law but my **spouse does not live with me**. (see the guide for more information on these scenarios) or Check your residential ties to Canada to see if your spouse can file Canada Tax (Income Tax Folio S5-F1-C1, Determining an Individual's Residence Status.(include documents that support this statement)
       ☐ My spouse has never been to Canada, or has visited but is not eligible to file taxes
       ☐ My spouse is living in long term custody/or medical care that prevents them from filing taxes

Section 3 - SPOUSE INFORMATION - Complete if you answered C or D (E) on previous question

GIVEN NAME of Spouse	SURNAME (FAMILY NAME) of Spouse	LAP MEMBER BARCODE (Leisure Access Scan card if you have one currently)	DATE OF BIRTH E.G. 24-AUG-1997

1. **Are you CURRENTLY enrolled FULL TIME at one of the schools listed below,**
   ☐ NO, I am NOT currently enrolled in any of the schools listed below.
   YES, I am currently enrolled at (IF YES, PLEASE INCLUDE YOUR FEE SCHEDULE FOR THE TERM)
   ☐ University of Alberta   ☐ NAIT   ☐ MacEwan   ☐ Norquest College   ☐ Norquest LINC program

2. **Are you a Canadian National Institute for the Blind (CNIB) cardholder**? ☐ NO   ☐ YES

Section 4 - DEPENDANT INFORMATION - Complete if you answered B or D (E) on previous question

GIVEN NAME	SURNAME (FAMILY NAME)	RELATION TO MAIN APPLICANT	LAP MEMBER BARCODE (Leisure Access Scan card if you have one currently)	DATE OF BIRTH E.G. 24-AUG-1997

*Additional Dependants can be written on a second application form

Section 5 - CONSENT - Please sign if you agree with the following:

- I am the main applicant and it is my responsibility to inform all members of my household about the program and conditions of use. If any members have a current paid membership it will be my responsibility to request it be withdrawn or canceled.
- I give the City of Edmonton my permission to check the information within this application for the purpose of assessing my application.
- The information I have provided in this application is true and complete.
- All applicants on this application live with-in the boundaries of the City of Edmonton and understand that moving outside of these boundaries negates all privileges of this program.
- If anyone in my household has a change of address, or school status, I will notify the program administration immediately.
- I understand misuse of the program privileges or misinformation provided on this application may result in a loss of privilege or penalty.
- If a spouse/common-law partner was listed on this application I confirm that I have reviewed the terms and conditions with this individual and they have also agreed to these terms and conditions.
- I will follow all rules and guidelines as posted in each facility and understand I or my household access or benefits can be withdrawn for misconduct.
- If I am the guardian of the main applicant (for Children under government Care or a trustee for an adult) and signing on their behalf, I will ensure to complete and include a Release of Information and Responsibility Form (on our website)

X	
MAIN APPLICANT / GUARDIAN SIGNATURE	**DATE (MM/DD/YYYY)**

If you are a guardian, trustee or signing on for a Child under Gov. care, you must submit the - Release of Information and Responsibility form

For Office Use only

		❏ NOA	❏ Income Support	Approved By
❏ LAP Annual	❏ Ride Basi	❏ AISH	❏ EI (RT only)	Entered By:
❏ LAP 2 Year	❏ Ride Basic 2 Yr	❏ PR/Refugee	❏ RSW (RT only)	Expiry date
❏ LAP+	❏ Ride +	❏ CUGC	❏ 4MPS Basic (RT only)	
❏ LAP Monthly	❏ Ride Lite	❏ CPP	❏ 4MPS RT+ (RT only)	❏ 4MPS Lit (RT only)

❏ **Not LAP**	❏ **No - Ride**	❏ Over LIT	❏ Student	❏ Out of Town	❏SeniorChild	❏ CNIB	❏ Visa/Permit	❏ OPGT

Section 6 - QUALIFYING DOCUMENTS TO BE INCLUDED WITH APPLICATION

MAIN APPLICANT DOCUMENTS REQUIRED

Requirements for each document type can be found on the Application Information sheet)

Pick one: The qualifier I am submitting with my application form to show eligibility: **Documents must be included with an application submission Examples of documents can be found on our website at Edmonton.ca**

☐ Notice of Assessment (NOA) (Current tax year)	☐ Foundational Learning Assistance (current school term)	☐ On Income Support (budget information to include core essential or core housing)	☐ New to Canada with Refugee claimant documents (arrival date within one year)	☐ New to Canada with Permanent Resident Confirmation document (arrival date within one year)
☐ CPP- Disability (T4A with disability months)	☐ *A child under government care	☐ Assured Income for the Severely Handicapped (budget information to include AISH)	☐ Employment insurance recipient (dated within 60 days) (eligible for Ride transit only)	☐ **Registered Social Worker letter (RSW) (eligible for Ride transit only)

*Child under government care must include Delegation of Power (DOP) and a Release of Information Form (ROI)
** International students require a CRA Notice of Assessment or income support to be eligible to apply.

SPOUSE DOCUMENTS REQUIRED

Pick one: The qualifier I am submitting with my application to show eligibility: **Documents to be included with application.**

☐ Notice of Assessment (NOA) same year as spouse	☐ I am listed on my spouse's Foundational Learning Assistance Letter	☐ I am listed on my spouse's Income support documentation	☐ New to Canada with Refugee documents or Notice of Assessment if in Canada over one year.
☐ Spouse submitting other documents as requested.	☐ I am listed on my spouse's AISH documentation	☐ I am listed on my spouse's Registered Social Worker letter (RSW)	☐ New to Canada with Permanent Resident Confirmation document orNotice of Assessment if in Canada over one year.

DEPENDANT VERIFICATION

Pick one: The dependant verification I am submitting with my application is; **Documents to be included with application.**

☐ Canadian Child Benefits CCB notice, ACFB notice, Child care Subsidy notice, or GST/HSTC notice listing children's names	☐ Permanent Resident or Refugee documents in the child's name	☐ Income Support or AISH statement listing children's names
☐ Birth Certificates if both parents are listed on the Birth Certificate and both parents are on the application	☐ Custody order/agreement	☐ A Delegation of Powers and Duties

SUBMITTING THE APPLICATION

Applications that are completed and signed with supporting documents can be dropped off at the following locations:
- A City of Edmonton Recreation Centre or Attraction - visit edmonton.ca/reccentres for a list of open facilities and hours of operation.
- Edmonton Service Centre - Mail Drop Off, Edmonton Tower, 2nd Floor, 10111 104 Avenue NW. Monday - Friday; 8:00am - 4:30pm; Closed Holidays.

Applications can be mailed to: **Leisure Access & Ride Transit Program**
PO Box 2359, Edmonton, AB T5J 2R7

Conditional approval of the Ride Transit Program: Conditional approvals are granted only upon the submission of a completed application and only at the Edmonton Service Centre.
Photo ID is required. Some conditions will apply.