



<i>Housing Corporation Act R.S.P.E.I 1993, Cap. H-11.1</i>	Program	Seniors Housing Program	
	Subject	Request to Keep a Pet or Dog	Policy # 6-6(2)
Effective Date: March 1, 2013		Authorized by: <i>Teresa Hennebery</i>	
Revised Date: September 1, 2016		Deputy Minister, Teresa Hennebery	

1.0 PURPOSE

1.1 To describe the process to seek approval to keep a pet or dog in seniors housing.

2.0 DEFINITIONS

- 2.1 **Dog:** a dog weighing 25 pounds or less. A dog is not defined as a pet for the purposes of this policy.
- 2.2 **Dog-friendly Buildings:** seniors housing buildings that allow pets and dogs.
- 2.3 **Pet:** a cat, bird, or fish, but not a dog.
- 2.4 **Pet-friendly Buildings:** seniors housing buildings that allow pets.

3.0 POLICY STATEMENT

- 3.1 Tenants may keep pets only in seniors housing buildings listed in the *Pet, Dog, and Service Animal Policy* as pet-friendly buildings and dog-friendly buildings.
- 3.2 Tenants may keep dogs only in seniors housing buildings listed in the *Pet, Dog, and Service Animal Policy* as dog-friendly buildings.
- 3.3 An individual may request to keep a pet or dog in seniors housing when applying for seniors housing or as a tenant of seniors housing.
- 3.4 A tenant living in a pet-friendly building or dog-friendly building who wishes to keep a dog or pet must obtain approval from Housing Services prior to bringing the pet or dog into seniors housing.

4.0 PROCEDURE STATEMENT

- 4.1 Tenants or prospective tenants must complete the *Pets, Dogs, and Service Animals in Seniors Housing Application - Form* and submit it to Housing Services.
- 4.2 Housing Services shall meet with tenants or prospective tenants wishing to keep a pet or dog, review relevant policies, and answer any questions.
- 4.3 Housing Services shall provide written notice to prospective or current tenants whether their application for pet or dog ownership has been approved or denied.
- 4.4 A *Pets, Dogs, and Service Animals in Seniors Housing – Addendum* is completed with the tenant upon approval to keep a pet or dog in seniors housing. Housing Services shall provide the tenant with a copy of the signed addendum and retain a copy for the tenant’s file.
- 4.5 If pet or dog ownership is approved, subsequent tenant reviews will reflect the addition of the pet or dog.

5.0 REFERENCES

- Pet, Dog, and Service Animal Policy
- Request to Keep a Service Animal Policy
- Pet, Dog, and Service Animal Complaints Policy
- Visiting Pets, Dogs, and Service Animals Policy
- Pets, Dogs, and Service Animals in Seniors Housing – Addendum
- Pets, Dogs, and Service Animals in Seniors Housing – Application Form

6.0 ATTACHMENTS

- Attachment A – Pets, Dogs, and Service Animals in Seniors Housing – Application Form
- Attachment B – Pets, Dogs, and Service Animals in Seniors Housing – Addendum

HISTORY:

September 1, 2016 - Revised for policy formatting and minor wording changes.

Attachment A

Pets, Dogs, and Service Animals in Seniors Housing – Application Form

Personal information on this form is collected under section 31 of the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I. 1988, Cap.F-15.01, as it relates directly to and is necessary for the provision of the Seniors Housing Program. If you have any questions about this collection of personal information, you may contact Seniors Housing at (902) 368-5770.

Applicant	
Name:	
Address:	
Postal Code:	
Telephone Number(s): Daytime:	Other:
Animal Information (if known)	
Name:	
cat <input type="checkbox"/>	dog <input type="checkbox"/> bird <input type="checkbox"/> fish <input type="checkbox"/> service animal <input type="checkbox"/>
Dog's Weight (not applicable to service dogs):	
Spayed/Neutered?:	yes <input type="checkbox"/> no <input type="checkbox"/>
Emergency Caregiver	
Name:	
Address:	
Postal Code:	
Telephone Number(s): Daytime:	Other:

Declaration

I have read and understand the various policies related to having a pet, dog, or service animal in Seniors Housing and I, as well the members of my household, agree to comply.

Print Name

Signature of Owner

Date

Signature of Emergency Caregiver

Date

Approved by

Date

Attachment B

Pets, Dogs, and Service Animals in Seniors Housing – Addendum

This addendum is an amendment to the lease dated _____

between (tenant's name) _____ and Prince Edward Island Housing

Corporation for the premises located at:

(Address) (Apt. #) (City)

1. The Tenant has completed a *Pets, Dogs, and Service Animals in Seniors Housing – Application Form* and has been granted permission by the Prince Edward Island Housing Corporation to keep the pet, dog, or service animal.
2. The Prince Edward Island Housing Corporation has provided all policies applicable to having a pet, dog, or service animal in Seniors Housing and the Tenant has read, understands, and agrees to abide by such policies.

PRINT TENANT'S NAME

TENANTS'S SIGNATURE DATE

PRINCE EDWARD ISLAND HOUSING CORPORATION DATE