

# Guest Extension Request Form



A request to extend a guest's stay may be considered under exceptional circumstances. An extension may be considered where the guest has an obvious intent to end their stay and has not caused any inconvenience or compromised the well-being of others on Manitoba Housing property.

**Please complete the information below and return to your Property Manager.**

Leaseholder Name: <<Leaseholder name>>  
Co-leaseholder Name: <<Co-Leaseholder name>>  
Address: <<Address, City/town >>  
\_\_\_\_\_  
Name of guest(s) \_\_\_\_\_  
Date guest arrived: \_\_\_\_\_  
Date guest stay expected to end: \_\_\_\_\_

*Proof of the guest's primary residence may be required.*

**The reason for the extended guest stay is to:**

- help with a household member's newborn;
- help a household member recover from a serious injury; or
- allow a guest, who is from outside the country, to stay until the planned return date.
- other (please explain): \_\_\_\_\_

Your personal information is collected under the authority of the Manitoba Housing Social Housing Rental Program and will be used to evaluate and process this request. Your personal information is protected by the Protection of Privacy provisions of The Freedom of Information and Protection of Privacy Act (FIPPA).

If you have any questions about the collection of personal information, please contact the Access and Privacy Coordinator, 352 Donald Street, Winnipeg, MB, 204-945-3025.

**Declaration**

I certify that the information given here is complete, true, and correct to the best of my knowledge.

_____	_____	_____
Date	Print name of Leaseholder	Signature of Leaseholder
_____	_____	_____
Date	Print name of Co-leaseholder	Signature of Co-leaseholder

**To be completed by Manitoba Housing staff only:**

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	Reason: _____
Signature of MH staff: _____		