

Eligibility	Eligibility is based on the following criteria: Residency: Maple Ridge Resident(s) (not applicable to persons with a study, and/or visitor visa) Income: have a household combined income at or below the Low Income Cut off (Before Tax) for a community size of 500,000 and over, as set by Statistics Canada (Table 11-10-0241-01 Low income cut-offs (LICOs) before and after tax by community size and family size, in current dollars)
Complete Application	If you meet the eligibility requirements: - Complete the application form (Section 1, 2, and 3a—if applicable) - Attach proof of Maple Ridge Residency in the form of: - Utility Bill in your name current within three (3) months - Income Verification in the form of: - Notice of Assessment for each family member who contributes to the household income (or) - Proof of Government assistance (or) - Completed Third-Party Verification/Adjudication or agency signature (Section 3b) of Application
Submit Application	Submit your application, proof of residency and documentation: - Online: https://www.mapleridge.ca/financial-access - Email: accesspass@mapleridge.ca - In Person: Maple Ridge Leisure Centre, 11925 Haney Pl, Maple Ridge BC, V2X 6G2 Albion Community Centre, 24165 104th Ave, Maple Ridge BC, V2W 1J2
Approval	Applications are reviewed within ten (10) business days of submission. - Primary applicants will be notified via email or phone call Once approved you will receive: 75% off admissions (Drop in, 10-pass, 20-pass, 1-month or 3-month passes) or 90% off admissions, if income below \$18,000 (Drop in, 10-pass, 20-pass) (excluding post-secondary students) and 50% off program fees to a maximum spending of \$300 annually <i>Access Pass is valid for one year from date of approval. Applicants can re-apply annually if they meet the residency and income verification thresholds.</i>

Please complete the following application and ensure your Maple Ridge residency and verification documentation is included. For more detailed information on the *Access Pass* please refer to the Access Pass Information sheet found at) information sheet found at <https://www.mapleridge.ca/financial-access>, or available for pick up at the [Maple Ridge Leisure Centre](#) or [Albion Community Centre](#).

Section 1: Primary Applicant Information

Last Name: _____ **First Name:** _____
Address: _____ **City:** _____ **Postal Code:** _____
Phone: _____ **Email:** _____
Birthdate (YYYY-MM-DD): _____

First Time Applying for *Access Pass* (Persons with Disability(ies))? ☐ Yes ☐ No
 I confirm that I am not a currently enrolled in Post secondary Education. ☐ Yes ☐ No

Section 2: Family Members

List all family members* that live at the same address based on the City of Maple Ridge Family Definition – one or two parents/ caregivers and dependents under the age of 20 yrs living in the same household.

Last Name	First Name	Preferred Name	Birthdate (YYYY-MM-DD)	Relationship to Primary Applicant

*Any family members who do not fall within this definition but living at the same address will need to apply separately.

Section 3a: Income Verification (Based on Yearly Income)

Income Source:	Primary Applicant	Secondary Applicant
Notice of Assessment (Line 150):	\$ _____	\$ _____
Social Assistance:	\$ _____	\$ _____
Disability Benefits:	\$ _____	\$ _____
Other: _____	\$ _____	\$ _____
Other: _____	\$ _____	\$ _____
Total Family Income (Combined Total)	\$ _____	

I confirm all the information provided is current, including the number of applicants and combined family income.

Primary Applicant: _____

Signature _____ Date _____

Section 3b: Adjudicator/Agency Details | Income Verification (If Applicable)**Adjudicator/ Agency Verification:**

Receives Government Assistance or Meets the financial guidelines indicated in the Low-income Cut-off Table:

☐ Yes ☐ No

Lives in the City of Maple Ridge: ☐ Yes ☐ No

Declaration of Income Amount: \$ _____

Organization Name: _____

Phone: _____ Email: _____

Adjudicator/Agency Staff Representative:

Last/First Name: _____ Title/Position: _____

Signature: _____

Personal information entered on this form is collected under the authority of section 26© of the freedom of Information and Protection of Privacy Act (FIPPA) for the purpose of Financial Access Pass Application. If you have any questions or concerns about how your information will be used, contact the Legislative Services Department by calling 604-466-4300 ext. 5557 or by emailing FOI@MapleRidge.ca. For more information about FIPPA at the city, please visit our [Freedom of Information](#) page.



11995 Haney Place, Maple Ridge, BC V2X 6A9
Phone: 604-467-7322 Email: AccessPass@MapleRidge.ca

Access Pass Application
Financial

Providing equitable recreation opportunities to
support a healthy and engaged community.

Office Use Only

Date Received: _____ Reviewed By: _____

Item	Yes	No	Comments
Application Approved	☐	☐	
Xplor Recreation Updated	☐	☐	
Applicant Contacted	☐	☐	
Declined	☐	☐	

Date Completed: _____ Documents Filed: ☐ Yes ☐ No

Income Documents Destroyed: ☐ Yes ☐ No