

Low-Income (Non-Market Rate) Parking Permit Documentation

To apply, you only need to provide documentation from **one** of the three categories below.

When submitting your application:

- Your name must be clearly visible on the document
- The document must be dated within the last 12 months, unless otherwise noted
- Accepted file formats: PDF, JPG, or PNG

1. Enrolled in an Eligible Income Assistance Program

Submit **one** of the following documents from any of the listed programs through the online permit portal or bring to City Hall who can verify documents in person:

Program	Accepted Verification Document
BC Bus Pass Program	<ul style="list-style-type: none">• BC Bus Pass invoice or confirmation letter from the Ministry of Social Development and Poverty Reduction• A screenshot or printout of the online BC Bus Pass account showing your active enrollment
Guaranteed Income Supplement (GIS)	<ul style="list-style-type: none">• GIS entitlement letter from Service Canada
Shelter Aid for Elderly Renters (SAFER)	<ul style="list-style-type: none">• SAFER approval letter or payment statement from BC Housing• A screenshot or printout from the BC Housing online portal showing your active status
Ministry of Social Development and Poverty Reduction	<ul style="list-style-type: none">• A letter dated within the last 90 days confirming benefit status income assistance or disability assistance

2. Child with a Disability (Under 18)

Submit **one** of the following documents:

Criteria	Accepted Verification Document
Receiving the Child Disability Benefit	<ul style="list-style-type: none">• Canada Child Benefit statement showing Child Disability Benefit amount• A letter from the Canada Revenue Agency (CRA) confirming eligibility for the Child Disability Benefit

3. Low Household Income

Submit the following documents:

Criteria		Accepted Verification Document
Based on Statistics Canada Low-Income Cut-Off (LICO)		<ul style="list-style-type: none">• Notice of Assessment (NOA) of most recent tax year (you can get this online from your CRA My Account).<ul style="list-style-type: none">○ For couples (married or common-law), both NOAs are required.
Family size	Net family income	
1 person	\$31,699*	
2+ people	\$39,464*	
<i>*Low-income cut-off for 2023 tax year adjusted to 2025 dollars (Source: Statistics Canada; Bank of Canada Inflation Calculator).</i>		
Following Statistics Canada definitions, families are made up of:		
<ul style="list-style-type: none">• Individuals• Couples (married or common-law) living in the same dwelling with or without children• Single parents living with 1 or more children		
Related or unrelated adults living together who are not a couple (e.g., roommates, adult siblings, etc.) would be considered members of separate families.		