

MARCHÉ BON ACCUEIL



Admission criteria:

- Live below the poverty line;
- Have housing;
- Have a legal(*) status in Canada

DOCUMENTS REQUIRED TO OPEN AND UPDATE A FILE

1. Provide for **EACH** person in the household **ONE** of the following proofs of identity:

- Valid Medicare card (RAMQ)
- Valid driver's licence
- Valid Canadian passport
- Permanent residency confirmation/card
- Immigration documents (Ex : Asylum Seeker/Refugee document, Valid Work Permit or other)

2. Provide **ONE** of the following proofs of address:

- Lease/Rent contract/Landlord receipt
- Letter from landlord or from person who signed the lease
- Hydro Québec bill
- Home telephone bill/Home cable bill (i.e. Bell Canada, Videotron or other)

Office hours to open and update files

Monday: 8:30 am to 11:00 am; **Closed in the afternoon**
Tuesday: 8:30 am to 2:00 pm
Wednesday: 8:30 am to 2:00 pm
Thursday: **Closed in the morning;** 1:00 pm to 6:00 pm
Friday: 8:30 am to 2:00 pm

Distribution hours:

Tuesday: 8:30 am to 11:30 am; 1:00 pm to 2:30 pm
Wednesday: 8:30 am to 11:30 am; 1:00 pm to 2:30 pm
Thursday: **No distribution in the morning;**
 1:00 pm to 7:00 pm
Friday: 8:30 am to 11:30 am; 1:00 pm to 2:30 pm

3. Provide for **EACH** person in the household aged 18 years and older **each of the required documents** according to their income source

Financial situation	Documents to provide	
Provincial and Federal Child Allowances for children	Three (3) last bank statements	Or letter from the government with the amounts of the allowances
Job	Three (3) last bank statements	And the last payslip
Public Social Assistance/Welfare	Three (3) last bank statements (With the exception of single clients)	And the claim slip with Welfare amount
Student Loans and Bursaries	Three (3) last bank statements	And the detailed full-time calculation table with the monthly amounts
French Course paid by the MIDI	Three (3) last bank statements	And the letter from the MIDI with the weekly amount
Unemployment and Employment Insurance	Three (3) last bank statements	And the letter from Employment Insurance with the amount
Sick leave from work	Three (3) last bank statements	And the letter from the CNESST with the amount
Parental leave	Three (3) last bank statements	And the letter of Parental Insurance with the amount
Canadian or Quebec pension	Three (3) last bank statements	Or a bank book with pension(s) the amount(s)
Disability benefits	Three (3) last bank statements	And the letter of Disability Benefits with the amount
Self-employed	Three (3) last bank statements	And the last Notice of Assessment
No or any other source of income mentioned above	Three (3) last bank statements	
Notice of assessment of each adult in the family		

(*)There are some exceptions

