



# MARCHÉ BON ACCUEIL

## Admission criteria:

*Live under the Threshold of Poverty;*

- *Have housing;*
- *Have a legal(\*) status in Canada*

## DOCUMENTS REQUIRED TO OPEN AND UPDATE A FILE

**\*Annual fees apply depending on family revenue (fee between 5 to 20\$ per person)\***

**\*It is necessary to TAKE AN APPOINTMENT to open a new file**

<b>1. Provide for EACH person in the household ONE of the following proofs of identity:</b>
<ul style="list-style-type: none"> <li>• Valid Medicare card (RAMQ)</li> <li>• Valid driver's licence</li> <li>• Valid Canadian passport</li> <li>• Permanent residency confirmation/card</li> <li>• Immigration documents (Ex : Asylum Seeker/Refugee document, Valid Work Permit or other)</li> </ul>

<b>2. Provide ONE of the following proofs of address:</b>
<ul style="list-style-type: none"> <li>• Lease/Rent contract/Landlord receipt</li> <li>• Letter from landlord or from person who signed the lease</li> <li>• Hydro Québec bill</li> <li>• Home telephone bill/Home cable bill (i.e. Bell Canada, Videotron or other)</li> </ul>

### Office hours to update and open a file (MTL-North)

**Monday:** 8:30 to 11:00am

### Market hours (MTL-North :

**Wednesday:** 10:00 to 11:30am;

**Thursday:** 10:00 to 11:30am; 1:00 to 2:30pm

### Office hours to update and open a file (St- Henri)

**Tuesday:** 8:30am to 2:00pm

**Monday/Wednesday:** 8:30am to 11:00am

**Thursday:** **Closed in the morning;** 1:00 to 6:00pm

**Friday:** 8:30am to 2:00pm

### Market hours (St-Henri) :

**Tuesday:** 8:30 to 11:30am; 1:00 to 2:00pm

**Wednesday:** 8:30 to 11:00am

**Thursday:** **Closed in the morning;** 1:00 to 6:00pm

**Friday:** 8:30 to 11:30am; 1:00 to 2:00pm

<b>3. Provide for EACH person in the household aged 18 years and older each of the required documents according to their income source</b>		
<b>Financial situation</b>	<b>Documents to provide</b>	
Provincial <b>and</b> Federal Child Allowances for children	Three (3) last bank statements	<b>Or</b> letter from the government with the <b>amounts of the allowances</b>
Employment	Three (3) last bank statements	<b>And</b> the last payslip
Public Social Assistance/Welfare	Three (3) last bank statements	<b>And</b> the claim slip with <b>Welfare amount</b>
Student Loans and Bursaries	Three (3) last bank statements	<b>And</b> the detailed full-time calculation table <b>with the monthly amounts</b>
French Course paid by the MIDI	Three (3) last bank statements	<b>And</b> the letter from the MIDI with the <b>weekly amount</b>
Unemployment and Employment Insurance	Three (3) last bank statements	<b>And</b> the letter from Employment Insurance <b>with the amount</b>
Sick leave from work	Three (3) last bank statements	<b>And</b> the letter from the CNESST <b>with the amount</b>
Parental leave	Three (3) last bank statements	<b>And</b> the letter of Parental Insurance <b>with the amount</b>
Canadian or Quebec pension	Three (3) last bank statements	<b>Or</b> a bank book <b>with pension(s) the amount(s)</b>
Disability benefits	Three (3) last bank statements	<b>And</b> the letter of Disability Benefits <b>with the amount</b>
Self-employed	Three (3) last bank statements	<b>And</b> the last Notice of Assessment
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

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