

# Request for RGI Review Form

Complete this form if you would like to request a review of the enclosed decision. Please type or print and return to your Seniors Services Coordinator or to your Regional Office.

<b>Tenant Information:</b>	Client Account #:
Last Name:	First Name:
Mailing Address:	Apartment #: Postal Code:
Email Address:	Telephone Number:
1. What is the date on your Notice of Decision? Month/Day/Year:  Please provide a copy of the Notice of Decision received from your Tenant Services Administrator.	
2. Why do you disagree with the decision made? Please write the reasons below and attach supporting documentation. (If you require additional space, please use the space on the back).	

**Request for RGI Review Form continued**

2. Continued: Why do you disagree with the decision made? Please write the reasons below and attach supporting documentation

Please Note: You must sign and deliver this form by mail, email (support@torontoseniorshousing.ca), telephone or in person within 30 calendar days after receiving the Notice of Decision from Toronto Seniors Housing. If you have missed this deadline, you can still ask for a review, but you must explain why you needed more time.

**Advocate or other contact person:**

If you would like another person to act as a representative on your behalf, or would like someone else to know the details of your request, please complete the section below:

Name of Advocate:

Agency:

Phone Number:

Applicant(s) Signature:

Date:

Month/Day/Year:

You must be 16 years of age or older to request a Review.

Note: A request form may be signed by an agent for the applicant. Please provide evidence to show that the applicant authorized the agent to sign.