Vancouver Island Amateur Hockey Association
MHA RESIDENTIAL VERIFICATION &/OR TRANSFER CHECKLIST

IMPORTANT:

Parents/Legal Caregivers are to complete and provide this form to the Registrar of the new MHA they are transferring to. The Registrar will then up-load it, along with the supporting documentation onto the players active transfer within the Hockey Canada Registry (HCR).
Documents should clearly show the new address and the name connected to it. Parents/Caregivers are responsible for the redaction of any other personal info they do not wish to share, such as account numbers, amounts owed, etc. Documents are uploaded to the HCR and not kept on file locally. Any copies sent directly to VIAHA, or the MHA will be destroyed if not required for further investigation.

Players Name: _____ Date of Birth: _____

Receiving MHA: _____

IMPORTANT:

1) Are all other siblings transferring to the new Association:

□Yes (Please list names below)	□No (Please list names & reason/s why below)	□Not Applicable

(If needed, explanations for the above can be provided on a separate page)

2) If this is a Move **Without** Parent: BC Hockey - Player Declaration of Residence Form has been submitted, □**Yes** □**N/A**

PROOF OF PERMANENT RESIDENCY:

Step 1: Homeowners, please provide both of the following supporting documents:
□ -Property Tax Bill/Assessment including information on the Homeowners Grant (HOG) portion claimed for the address to prove majority of living.
□ -Canada Post Change of Address *(if done online - application must include all steps and final receipt)*
*If you cannot provide the above documents for the home you are claiming permanent residency on - then the reason why **MUST** be stated within a separate statement. Then please complete **Step 2:**

Step 2: Please provide a minimum of four (4) of the following supporting documents:
□ -Canada Post Change of Address *(if done online - application must include all steps and final receipt)*
□- Residential Lease *(showing length) *all-inclusive leases to be notarized & stamped - see Residential Qualification Handout for guidelines*
□- Bill of Sale *(new home purchase)*
□- Vehicle Insurance Papers **plus** a corresponding Drivers Licence *(with same address- this counts as 1)*
□- Proof of Home or Rental Insurance *(structure/contents insurance)*
□- BC Medical Statement
□- GST Statement or Income Tax Assessment
□- School Registration Letter *(confirming child's address)*
□- Bills *(One (1) of the following **ONLY** - hydro, gas, water, cable, satellite & phone, bank/credit card statement)*
□- Other– As requested or approved by VIAHA _____
VIAHA/MHA's reserve the right to request further documentation if they feel required

Should supporting documentation be falsified or a player is found not to be residing in the location he/she registered the following actions can be taken:
- Transfer or membership can be rejected
- The player can be suspended
- Players team could lose all team points earned during the playing season while they were participating as an ineligible player with the team
- Player/parents/Caregiver could face possible sanctions for up to as much as 3 years (as per HC Regulation F Paragraph 22)

***VIAHA/ MHAs have the right and responsibility to investigate and verify information regarding player residency at any time**

I declare the information and documentation I provided to be true and correct.

_____ _____
Printed Name (Parent/Caregiver) *Signature of (Parent/Caregiver)*

***By signing this document, you give permission for the MHA & VIAHA to share the information you provided with BC Hockey, Hockey Canada and Government Agencies.**

VIAHA & MHA Registrar's Section Only:

1) Ensured new address is within the Associations boundary: □ **Yes** (verified on Google maps)
2) Is this residential move cross an MHA boundary (as per VIAHA Regulation 4.08): □ **Yes**
3) Please scan & up-load this form, along with the proof of residency docs onto the HCR – Thank you!