



Fernwood Place
Rental Housing

Tenant Information Handbook



WELCOME TO YOUR HOME

Table of Contents

Introduction	2
Mission Vision Values	2
Accommodations	3

Suite Information

Rent Assist	4
Utilities & Costs	5
Floor Plans	6

General Information

Maintenance	16
Common Room Rentals	16
Congregate Meal Program	16
Tenant Resource Coordinator	16
Tenant Insurance	17
Policies/House Rules	17
Application Form	18



Introduction

Steinbach Housing Inc. is a private, non-profit organization, which was conceived in the late 70's by a number of individuals who saw the need to provide safe, adequate, and affordable housing for the seniors in the Steinbach area. After much deliberation and many meetings, twelve (12) churches formed a non-profit organization with each church being represented by one board member. Today, many of those churches are still represented on the board of Steinbach Housing Inc.

The first project was Phase I on Fernwood Place, which is the north wing, and was completed in 1982, a six –story building with 68 suites. Phase II, the south wing, was added in 1986, and also consisted of 68 suites.

The third building phase was Linden Place, built in 1990, consisting of 33 Rent Geared to Income suites.

Today Steinbach Housing owns and operates these two projects with subsidy from the Provincial government. Since the waiting lists tends to be quite long, applicants are encouraged to contact the office for an approximate wait time.

Mission Vision Values

To provide safe, adequate and affordable, independent housing in a Christian environment, for the seniors in the Steinbach area.

Accommodations

Fernwood Place is located two and a half blocks from downtown Steinbach and provides access to banking and pharmacy within easy walking distance. The lot is beautifully landscaped, complete with patio benches and lawn swings for the enjoyment of tenants. The building contains twelve two-bedroom apartments, several suites designed for the physically handicapped, and the remainder are one-bedroom suites. The building is constructed of steel and concrete, which provides maximum safety in case of fire, and provides a quiet environment for the tenants.

The six-story facility includes:

- 136 suites comprised of one and two bedroom units
- One bedroom units are ~500 – 550 square feet and two bedrooms are ~650 square feet
- On site administrative office
- A large Multipurpose Room, Craft Room and Guest Room
- A sun room on each floor
- A sitting area and balcony on most floors
- A Games Room/Library and Exercise Room
- A Hairdressing Room
- Two laundry facilities on each floor
- Indoor and outdoor parking, subject to availability
- Garbage drops on each floor
- On-site mailboxes and postal delivery
- A telephone entry system
- Security lighting and surveillance camera system



APPLICATIONS

People interested in applying at Fernwood Place can apply at the Fernwood Place Office located at **303 Third Street** or at Woodhaven Manor located at **177 Woodhaven Avenue**, or online at **www.steinbachhousing.ca**.

Applicants are responsible for ensuring contact information is updated by contacting the Director of Housing at **204-326-2002**.

Suite Information

RENT ASSIST

Fernwood Place tenants may be eligible for a provincial subsidy through the Rent Assist for Manitobans Program. For further information and to determine eligibility, call **204-948-7368** or toll free **1-877-587-6224**.

MONTHLY FEES

Payment is due on the first day of each month and may be paid via:

- Pre-authorized payment plan
- Monthly or post-dated cheques
- Cash (receipts issued as requested)

Rent receipts are printed annually. Requests for duplicate receipts are subject to a \$10 per request fee.

UTILITIES AND COSTS

The Landlord pays directly for suite-specific goods and services, including but not limited to:

- Sewer/water
- Heat/Electricity
- Repairs and replacements of electrical outlets
- Fluorescent light bulbs and their replacement

The tenant pays directly for suite suite-specific goods and services, including but not limited to:

- Light bulbs and their replacement
- Housekeeping (suite-specific)
- Insurance (suite content & liability)
- Window cleaning (interior)
- Enrollment in the bulk cable package is mandatory. The cost is added to the monthly rent



Fernwood Place Floor Plans



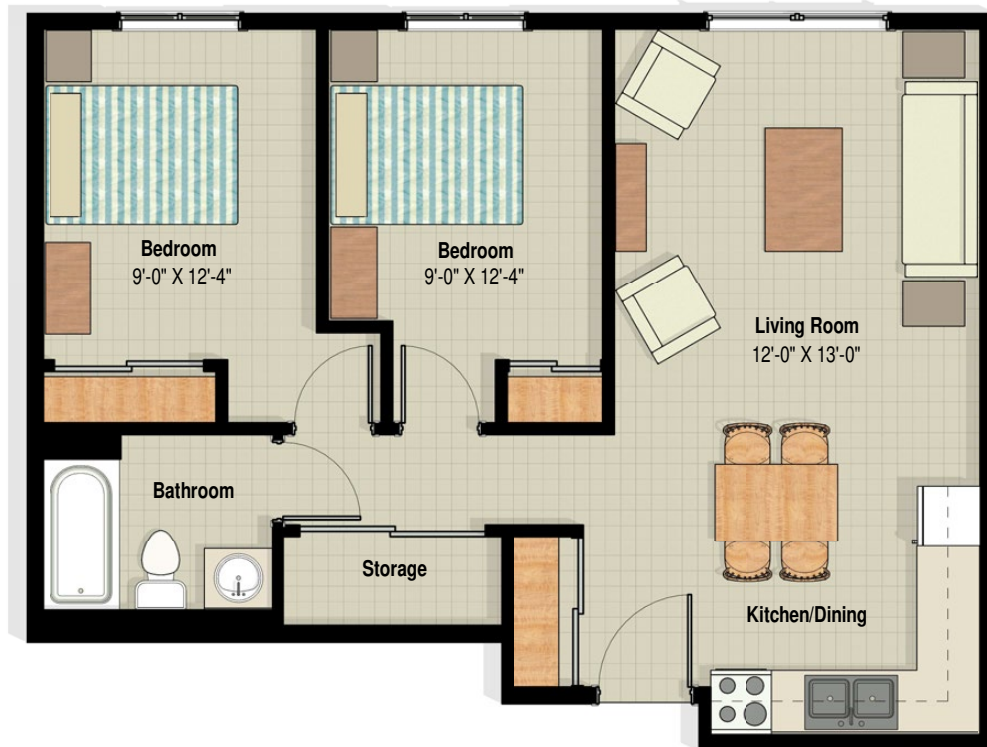
1: Bedroom
1: Bathroom

537 SF



1: Bedroom
1: Bathroom

488 SF



2: Bedroom
1: Bathroom

635 SF



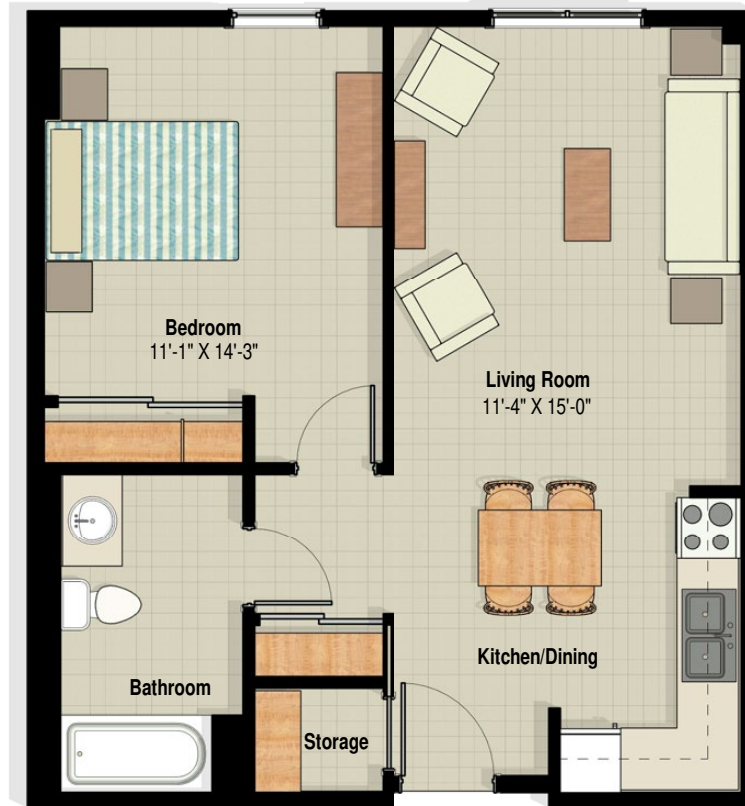
1: Bedroom
1: Bathroom

565 SF



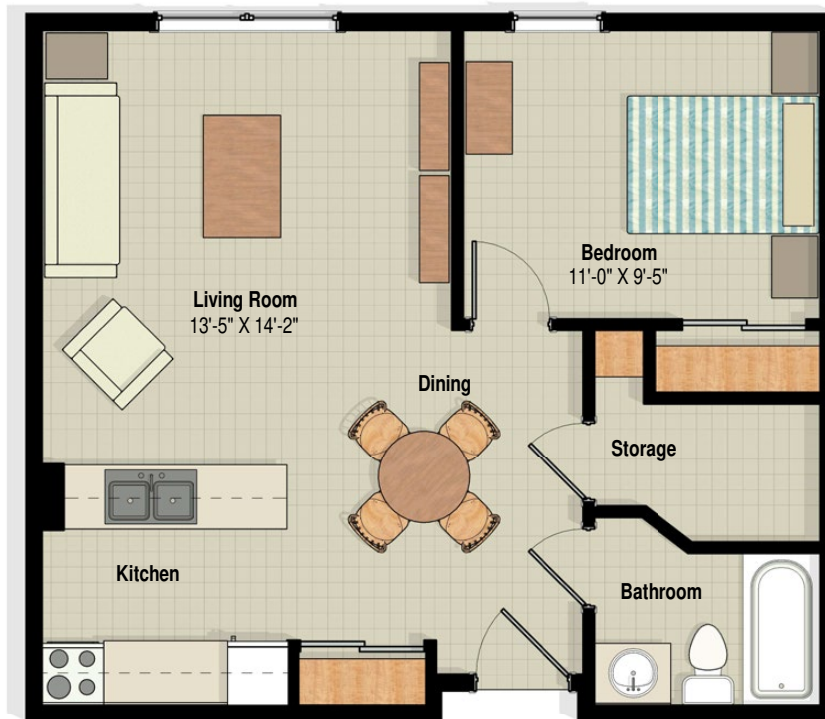
1: Bedroom
1: Bathroom

557 SF



1: Bedroom
1: Bathroom

565 SF



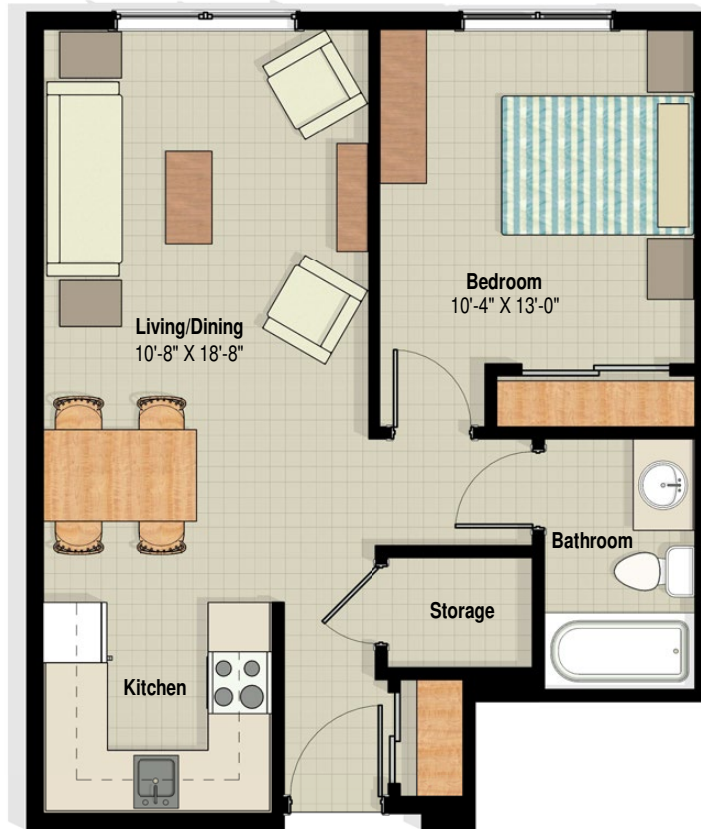
1: Bedroom
1: Bathroom

553 SF



2: Bedroom
1: Bathroom

648 SF



1: Bedroom
1: Bathroom

509 SF

General Information

MAINTENANCE

Requests for maintenance services during regular business hours can be made by calling 204-326-2002. All maintenance requests are logged into an electronic database and will be addressed in order of priority.

If there is a maintenance emergency after regular business hours, call maintenance on-call number at 204-380-4181. Maintenance requests after business hours or weekends, call the Resident Caretaker.

Medical emergencies should be directed to 9-1-1.

COMMON ROOM RENTALS

Fernwood Place has a common room that is available for rent by the tenant. See the Administration Office for more information on how to book this room.

CONGREGATE MEAL PROGRAM

Fernwood Place offers a Congregate Meal Program for the lunch meal (no weekends or stat holidays). Monthly meal calendars will be distributed to tenants so meals can be chosen in advance. Meals can be ordered for the full month, or by the day (with a minimum 24 hour notice). Tenants will be invoiced monthly for their meals. The cost per meal is \$8.50 (subject to change). Cancellations require 24 hour notice.

TENANT RESOURCE COORDINATOR (TRC)

The TRC organizes programming for tenants and assists with tasks such as arranging transportation, foot care, haircare, flu clinic, volunteers, etc.

Monthly newsletters are distributed to tenants and posted on the bulletin board, including a program schedule for the month.

Upon moving into Fernwood Place, the TRC will contact all new tenants and meet with them to discuss programming, fire plan and services offered.

TENANT INSURANCE

Many tenants are unaware that the insurance carried by the building owners does not provide any insurance coverage to you. The following are some of the major reasons to carry Tenant Insurance:

- Our insurance will not cover your personal belongings.
- Your furniture, electronics, clothing & other valuable belongings will not be protected without your own Tenant's Package Policy.
- You are not protected against personal liability should you cause damage to the building or a neighbor's property, e.g. you are responsible for water damage which starts in your suite, as a result of your negligence, and spreads to neighboring apartments causing property damage.
- In the event that your apartment becomes uninhabitable due to an insured loss, most Tenant's Package policy will pay for additional living expenses incurred by you, including moving expenses, so that you may maintain your current standard of living while the damage is being repaired.

POLICIES/HOUSE RULES

Fernwood Place has Tenant Policies and House Rules that provide clarification on matters related to tenancy. If you have specific inquiries related to a topic, please contact the Director of Housing at **204-326-2002**.



Fernwood Place Applications



Fernwood – A Steinbach Housing Partner

APPLICATION FOR HOUSING

Name of Applicant(s): _____

Street Address: _____

Town/City: _____ Postal Code: _____

Phone Number: _____

Date(s) of Birth: _____

Contact Person (if applicant unavailable): _____

Do you require a parking space: Yes _____ No _____

Room Preference: _____

Comments: _____

Signature: _____ Date: _____

Please Return to:
Fernwood Place, 303 Third Street,
Steinbach, MB R5G 1K1

Fernwood Place

RENTAL HOUSING

Tenant Information Handbook

303 Third Street
Steinbach, MB
R5G 1K1

Phone: 204-326-2002

Fax: 204-346-5007

www.steinbachhousing.com

