

SUBSIDY REQUEST APPLICATION

CISOC has a yearly budget allocated to help finance translation services. This means that CISOC might cover a portion of the fees to translate your documents. These funds are limited and are meant for individuals who may not have the ability to pay for these services on their own. To ensure there is enough funds to help those in need, please fill this application out only if you truly require the help. Please note that subsidy is based on an as needed basis and merely filling out this form does not guarantee approval. If approved, **subsidy is only granted one time per family**. Thank you.

Your application cannot be processed if you fail to complete all of the required sections marked with an asterisk (*).

Mr. Ms. Mrs. *First Name: _____ *Surname: _____

*Language of document: _____ *Target Language: _____

*Phone Number: _____ Email Address: _____

*Current Occupation: _____ *Annual Salary: _____

*If unemployed, please specify your source of income: _____

*If you replied 'Savings', please indicate your monthly budget: _____

*Family Status: _____ *Family Size: _____ *Yearly Family Income: _____

*Purpose of translation:

To apply to school

Employment

Citizenship and Immigration (PR cards, citizenship applications, etc.)

Other (Please specify): _____

*Have you or a family member previously received our subsidy? _____

Who referred you to us? (Please specify): _____

I hereby confirm that the above information is true and accurate to the best of my knowledge.

Signature

Date

The completed application form and the original documents should be brought in person or scanned to:

CISOC – Cultural Interpretation Services for our Communities
100-44 Eccles Street,
Ottawa, Ontario, K1R 6S4
translations@cisoc.net