



PRIVATE SECTOR APPLICATION FOR DISASTER FINANCIAL ASSISTANCE (DFA)

Please Check Appropriate Box:

Homeowner Residential Tenant Small Business Owner

Application Information

Name(s)			
Box No. / Street Number	Street	Community	Postal Code
Residence Telephone Number	Cell Number	Business Phone Number	E-Mail Address
Alternate contact name and telephone number where you can be reached (if applicable)			
For Small Business Owner Applicants:			
Business Legal Name	Name of Contact Person		

Preemptive Actions and Activities

Preemptive actions taken (briefly describe actions taken to prevent or reduce damages):



Damaged Property Information

Damaged Property Address (if different from mailing address)	Street	Community	Postal Code
Date of Damage/Loss	On First Nation Reserve? Yes or No		
Cause of Damage/Loss			
Brief Description of Damage/Loss (list damaged items on Appendix A)			

Note: Applications will not be accepted after the deadline. Please consult the MACA Regional Office to confirm the application deadline.

Description of items(s) lost or damaged as a result of the disaster:

On Appendix A list all items damaged or lost. Please complete the application and submit to the MACA Regional Office as soon as possible. If further items are identified after submitting your application, please keep a list of all new items for the insurance adjuster during the site visit.

Do these losses (excluding/non-essential items and landscaping) total more than \$1,000? Yes or No

Do you have insurance coverage for the damage/loss that occurred? Yes or No

NOTICE TO CLAIMANTS

Acceptance of this application does not guarantee approval of your request for disaster financial assistance. Should you wish to proceed with purchasing goods and services to commence restoration of essential items prior to receiving approval; you will be responsible for all associated costs should approval not be granted. Upon



completion of a formal assessment of the damage/loss, notice will be sent advising you of the status of your claim.

CONSENT TO RELEASE INFORMATION AND DECLARATION

I/we authorize the Government of the Northwest Territories (GNWT) to collect and disclose all information provided to the GNWT and that the GNWT collects about the community to other relief organizations or governments that are offering any assistance whatsoever as a result of this disaster. I/we give the GNWT permission to use all information provided to fully evaluate the community's post-disaster circumstances, to determine eligibility for disaster financial assistance, and to ensure all sources of assistance are considered. This consent is valid for five years from the date of signing.

I/we declare that the statements made in this application are, to the best of my/our knowledge, information, and belief, true.

I/we understand by signing this application, I/we agree that I/we will repay to the GNWT any funds that we receive from any legal proceedings with respect to any of the eligible expenses I/we have claimed.

Signature of Applicant

Date

Print Name

To apply, please complete and return this form to your local MACA Regional Superintendent. For further information, contact MACA's Regional Office. The Disaster Assistance Policy is available for viewing at: <https://www.maca.gov.nt.ca/en/services/disaster-financial-assistance>



APPLICANT(S) NAME:

APPENDIX A

ITEMS SUBMITTED FOR DAMAGE ASESMENT Description of Damaged Items by Room or Structure	Office Use Only: Comments



APPLICANT(S) NAME:

APPENDIX A

ITEMS SUBMITTED FOR DAMAGE ASSESSMENT Description of Damaged Items by Room or Structure	Office Use Only: Comments



APPLICANT(S) NAME:

APPENDIX B

Cleanup Log

Your cleanup will probably begin before the evaluator arrives....

- Where possible, damaged contents should not be thrown away until the insurance adjuster arrives. If items must be thrown away, the applicant should take pictures of the items.
- For structural damage, if the repairs must be done before the insurance adjuster arrives, please take pictures of the damage before it is repaired.
- If you are required to spend time cleaning up your property, details of the work should be recorded below and may be eligible for reimbursement.
- If you have rented or hired equipment or other suppliers to assist you with cleanup, keep official receipts or invoices and identify them as relating to this event. You may provide these receipts to the insurance adjuster during their visit.

Date	Name of Family Member/Volunteer	Hours Worked	Description of Work

APPLICANT(S) NAME:

APPENDIX



With the exception of invoices which can be provided to the insurance adjuster during their site visit, you are required to submit copies of the following documentation with your application. If you are concerned you may be unable to obtain any or all of the documentation prior to the application deadline, please contact MACA's Regional Office.

HOMEOWNER AND RESIDENTIAL TENANT APPLICATIONS:

A copy of proof of homeownership or a copy of the rental agreement or lease (for residential tenant applications).

If you have invoices/receipts for cleanup or repairs, please have them available during the site visit to help the evaluator identify eligible costs.

SMALL BUSINESS OWNERS

The most recent filed financial statements (income statement and balance sheet) used for income tax purposes.

The most recent filed corporate income tax return (if applicable).

The most recent filed personal income tax returns for all owners.

Proof of ownership (Corporate Register listing all shareholders or Partnership Agreement).

Written Confirmation from your insurance broker/agent that you could not have purchased insurance to cover the loss to your small business.

A copy of a rental agreement or lease, if applicable.

If you have invoices/receipts for cleanup or repairs, please have them available during the site visit to help the insurance adjuster identify eligible costs.



MACA CONTACTS

Inuvik

Phone (867) 777-7121

Fax (867) 777-7352

Toll-Free Number: 1-877-777-3322

Inuvik Office Mailing Address

P.O. Box 1740

Inuvik, NT

X0E 0T0

Sahtu

Norman Wells

Phone (867) 587-7100

Fax (867) 587-2044

Norman Wells Office Mailing Address

PO BOX 70

Norman Wells, NT, X0E 0V0

South Slave

Phone (867) 872-6525

Fort Smith Office Fax (867) 872-6526

Hay River Office Fax (867) 874-4603

Fort Smith Mailing Address

Box 127

Fort Smith, NT X0E 0P0

North Slave

Phone (867) 767-9167

Behchokö Office Fax (867) 392-6312

Yellowknife Office Fax (867) 873-0622

Behchokö and Yellowknife Office

Mailing Address

Box 1320

Yellowknife, NT X1A 2L9

Dehcho

Phone (867) 695-7220

Fax (867) 695-2029

Fort Simpson Office Mailing Address

Box 240

Fort Simpson, NT, X0E 0N0