



# 2019 Seasonal Housing Inspection Request Form

For questions regarding your inspection request, please contact the Environmental Health Team Program Assistant at 519-426-6170 Ext. 3245 or at [seasonalhousing@hnhss.ca](mailto:seasonalhousing@hnhss.ca)

**Fee: \$99.00 per farm location\***      **Payable to: Norfolk County**  
Completed form with payment to be returned 6 weeks prior to arrival of workers.  
\*Note: A farm location may have more than one seasonal housing unit. Each farm located at a different 911 address will require a separate fee.

**Name of person ordering workers from FARMS:**

**Contact Numbers:** (please check the preferred contact number):  
 Cell:   
 Business:   
 Home:

**Email:**

**Mailing Address:**

**Postal Code:**

**Owner Name:**

**Grower Name:**

## All seasonal housing must meet the requirements of the Ontario Building Code and Fire Code.

Failure to meet the Ontario Building Code and Fire Code can result in non-approval, costly renovations and/or legal action. It is strongly recommended that those building new bunkhouses, renovating existing bunkhouses and/or renovating other buildings (e.g. residential homes) for the purpose of accommodating migrant workers consult the Building Department and Haldimand-Norfolk Health Unit well in advance to ensure permits can be obtained and requirements met before the final inspection for worker approval is conducted.

To avoid delay with your bunkhouse approval, please ensure the following steps are taken prior to inspection:

- The water supply is on and working properly. It is advised to sample the water and obtain a bacteriologically safe result prior to the inspection.
- The temperature inside the bunkhouse is  $\geq 20^{\circ}\text{C}$  (68°F).
- The bunkhouse has been thoroughly cleaned.
- Any outstanding requirements issued by the HNHU, Building Division and/or Fire and Rescue Services have been completed.

I acknowledge I have read and understood the contents of this form and have provided accurate information pertaining to the listed seasonal housing accommodation(s).

**PLEASE COMPLETE REVERSE TO INDICATE HOUSING UNITS TO BE INSPECTED →**

# Please indicate location(s) of seasonal housing accommodation(s)

Housing Location (Street Address Including 911#)	Former Township	Worker Arrival Date (please print in full)	Number of Housing Units at this Location	New Bunkhouse? Yes/No	Newly Renovated Bunkhouse? Yes/No
<i>Example: 123 Charlotteville Rd 10</i>	<i>Charlotteville</i>	<i>Jan. 1, 2017</i>	<i>2</i>	<i>N</i>	<i>Y</i>

## FOR OFFICE USE ONLY

<b>Date Fee Received:</b>	
<b>Receipt Number:</b>	
<b>Amount Received:</b>	
<b>Number of Locations to be Inspected:</b>	

## HNHU Comments

Updated December 2018

