

## Appendix E: Homicide Survivor Support Document Checklist

The parent(s) of a child homicide victim or spouse of a homicide victim applying to receive the Homicide Survivor Support must provide proof of their relationship to the homicide victim.

### **If a parent is applying:**

(1) The parent must provide a document with both their name and that of the homicide victim showing that they were the victim's parent, such as (*please check off all that apply*):

- Long-form birth certificate, which provides the name of the parents
- Baptismal certificate
- Adoption order
- Death certificate
- Letter from Chief Coroner / Coroner's Investigation Summary/ Office of the Registrar General Statement of Death
- Funeral Director's Statement of Death / Proof of Death Certificate
- Court order (e.g., family or immigration) that mentions that they were the parent of the homicide victim
- Letter from a Band Chief stating that the applicant had responsibility for care of the victim through an Indigenous care arrangement
- Letter from a guarantor confirming that they were the victim's parent (see below)

(2) The parent must provide a document with the name of the victim showing that the homicide victim was 25 years old or younger at time of death, such as (*please check off all that apply*):

- Birth certificate

- Baptismal certificate
- Adoption Order
- Death certificate
- Medical Certificate of Death
- Funeral Director's Statement of Death / Proof of Death Certificate
- Passport
- Indian Status Card
- Citizenship Card or Certificate
- Permanent Residence Card
- Health card
- Driver's License
- Court order that mentions the date of birth of the homicide victim
- Letter from a guarantor confirming the victim's age (see below)

**If a spouse is applying (please check off all that apply):**

The spouse must provide a document with both their name and that of the homicide victim showing that they were the victim's spouse, such as:

- Marriage certificate
- Income tax return stating a spousal relationship
- Homicide victim's will
- Insurance policies (Life/ Health/ Auto/ Property)
- Joint bank account statement
- Utility bills showing the same address (for at least three years or for any period of time if the applicant and victim were parents of the same child)
- Cohabitation agreement
- Rental lease agreement
- Letter from a guarantor confirming that they were the victim's spouse (see below)

**If submitting a Guarantor letter, it must include the following information (please check off all that apply):**

- Guarantor's last name
- Guarantor's first name
- Guarantor's address
- Guarantor's phone number
- Guarantor's occupation
- That the guarantor has known them personally for at least one year
- That the guarantor knew the victim
- That the guarantor knows that they were the parent or spouse of the victim
- The homicide victim's date of birth (only if they are the parent of the victim)
- Guarantor's signature

**The following persons may be guarantors (please check off all that apply):**

- Judge
  - Justice of the peace
  - Police officer
  - Mayor
  - Member of the Legislative Assembly of Ontario
  - Minister of religion authorized under provincial law to perform marriages
  - Municipal clerk or treasurer who is a member of the Association of Municipal Managers, Clerks and Treasurers of Ontario
  - Notary public
  - Principal or vice-principal of a primary or secondary school
  - Senior administrator or professor in a university
  - Senior administrator in a community college
  - Signing officer of a bank, caisse d'économie, caisse populaire, credit union or trust company
  - Chief of a Band recognized under the Indian Act (Canada)
  - Practicing member of one of the following professions who is in good standing with the
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body that regulates the profession:

- chiropractor, dentist, midwife, nurse, optometrist, pharmacist, psychologist, veterinarian, physician or surgeon
- lawyer
- professional accountant
- professional engineer
- social worker or social service worker
- teacher in a primary or secondary school