#### **CHECKLIST FOR PROGRAM APPLICATION:**

IN ORDER TO PROCESS YOUR APPLICATION, PLEASE ENSURE THAT YOU HAVE COMPLETED THE FOLLOWING STEPS:

1. Consult an NHC representative regarding the doapplication - <b>Homeownership Coordinator, 844-41</b>			
2. FILL OUT AND SUBMIT THE NUNAVUT HOUSING CORPORA 2)	ation F	PROG	GRAM APPLICATION INFORMATION FORM (PAGE
3(A). PROVIDE ONE OF THE FOLLOWING FOR THE PRIMARY A  CANADA REVENUE AGENCY CONSENT FORM (PAGE  OR  EMPLOYMENT VERIFICATION OF INCOME FORM (PA  (A). IF APPLICABLE, PROVIDE ONE OF THE FOLLOWING FOR THE  CANADA REVENUE AGENCY CONSENT FORM (PAGE  OR  EMPLOYMENT VERIFICATION OF INCOME FORM (PA  COMPLETE THE FOLLOWING DEPENDING ON THE PROGRAM FORM)	E 5)  GE 6)*  HE CO-A E 5)  GE 6)*	\PPL	ICANT:
NDAP, IFP or TOP:		Dr	EDAID AND MAINTENANCE DECORANCE
5(a). FILL OUT AND SUBMIT THE HOMEOWNERSHIP ASSISTANCE PROGRAM INFORMATION FORM (PAGE 3)			5(A). FILL OUT AND SUBMIT THE REPAIR RENOVATION AND MAINTENANCE PROGRAM INFORMATION FORM (PAGE 4)
AND			AND
5(b). Provide one of the following:  Offer to Purchase  OR			5(B). PROVIDE A COPY OF THE HOUSE INSURANCE POLICY FOR THE PROPERTY  AND
☐ CONTRACT TO BUILD  AND	OR		5(C). LEGAL DESCRIPTION OF YOUR PROPERTY (LOT/BLOCK/PLAN) OR A COPY OF YOUR LAND LEASE
5(c). Provide one of the following:  Bank Letter of Commitment for  Mortgage  OR			
<ul> <li>□ Bank Letter of Commitment for Interim Financing</li> <li>• OR</li> <li>□ Proof of Alternative Financing</li> </ul>			
- · · · · ·		•	

 $\Box$  6. Provide a photocopy of the Health Card(s) of the applicant(s), if required by NHC staff.

\*Note: For applicants with multiple employers who are submitting Employment Verification of Income Forms, separate forms will be required from each employer.

APRIL 2018 PAGE 1 OF 6



FOR NUC OFFICE USE DISTRICT.

# NUNAVUT HOUSING CORPORATION PROGRAM APPLICATION INFORMATION FORM

NHC HEADQUARTERS, PO BOX 480, ARVIAT, XOC 0E0, 26844)413-9355 - (867)857-4099 HOMEOWNERSHIP@NUNAVUTHOUSING.CA

ONLY:	ואונוו:	COMMUNITY			EVALUATED (DD.Mr	-		
OIL!				DATE	LTALOATED (DD.	1 11 10 1 1 1 1 1 <b>1</b> 0		
PROGRAM(S) BEING APPL HOME PURCHASE ASSISTANCE: NUNAVUT DOWN-PAYMENT INTERIM FINANCING PROGRA TENANT TO OWNER PROGRA RENOVATION: HOME RENOVATION PROGRA	ASSISTANCE PROGRAM (NDAF AM (IFP) AM (TOP)	P)	HEATING SENIOR C SENIORS PREVENTA	NCY REPA OIL TANI CITIZEN H AND PER ATIVE MA	CE: AIR PROGRAM (ERP) K REPLACEMENT PF IOME REPAIR PROGF SONS WITH DISABIL INTENANCE PROGRA SONS WITH DISABIL	ROGRAM (HOTR RAM (SCHRP) LITIES AM (SPDPMP)		ns Program
PRIMARY APPLICANT:					DEI	PENDENTS:	!	
LAST NAME:	FIRST NAME:	MIDDLE NA	ME:	NLCB	NAME		Sex	RELATIONSHIP
DATE OF BIRTH (DD.MM.YYYY)	NUNAVUT LAND CLAIMS BENEFICIARY?(Y/N)	SOCIAL INSUR	ANCE					
COMMUNITY:	HOUSE #:	PO BOX: POSTAL CODE	:					
<b>Т</b> НОМЕ	₩ORK EX.		WORK					
⊠EMAIL:								
CO-APPLICANT (IF APPL	LICABLE):							
RELATIONSHIP WITH PRIMAI	RY APPLICANT:							
LAST NAME:	FIRST NAME:	MIDDLE NA	ME:					
DATE OF BIRTH (DD.MM.YYYY)	NUNAVUT LAND CLAIMS BENEFICIARY?(Y/N)	SOCIAL INSUR	ANCE					
COMMUNITY:	HOUSE #:	PO BOX: POSTAL CODE	:					
<b>☎</b> HOME	☎ WORK EX.	- H0H	1E WORK					
⊠EMAIL:	•	•						
PROGRAM ELIGIBILITY	INFORMATION:				PRIMARY APP	PLICANT	CO	-APPLICANT
YEARS LIVED IN NUNAVUT BI	EFORE APPLICATION:							
THIS HOME WILL BE/IS USED					Y /			Y/N
HAVE YOU OWNED A HOME IN	THE SUBJECT COMMUNITY	IN THE LAST 5 YEARS	?		Υ/			Y/N
DO YOU HAVE ARREARS WITH		N, HOUSING AUTHORIT	Y OR NHC?		Υ/			Y/N
ARE YOU CONSIDERED LEGA					Υ/			Y/N
HAVE YOU RECEIVED A GRAN	IT/SUBSIDY FROM NHC?				Υ/	N		Y/N

IN ADDITION TO THIS PAGE, PLEASE FILL OUT EITHER **PAGE 2 OR PAGE 3**, DEPENDING ON THE PROGRAM TO WHICH YOU ARE APPLYING. FOR THE NUNAVUT DOWNPAYMENT ASSISTANCE PROGRAM (NDAP) OR THE INTERIM FINANCING PROGRAM (IFP), PLEASE FILL OUT PAGE 2 (REQUIRES PURCHASE/DEVELOPMENT AND FINANCING DOCUMENTATION); FOR ALL OTHER PROGRAMS, PLEASE FILL OUT PAGE 3 (REQUIRES INSURANCE DOCUMENTATION).

IN ADDITION, YOUR APPLICATION MUST INCLUDE THE CANADA REVENUE AGENCY CONSENT FORM (PAGE 4). AN EMPLOYMENT VERIFICATION OF INCOME AND/OR STATUTORY DECLARATION MAY ALSO BE REQUESTED.

A PHOTOCOPY OF YOUR HEALTH CARD MAY BE REQUIRED AS PART OF THIS APPLICATION.

IF YES, PLEASE SPECIFY THE PROGRAM(S):

PLEASE CONTACT NHC HEADQUARTERS FOR ASSISTANCE OR CLARIFICATION REGARDING WHICH FORMS WILL BE REQUIRED IN YOUR CASE:

TOLL FREE: 1-844-413-9355, OR E-MAIL: HOMEOWNERSHIP@NUNAVUTHOUSING.CA

HOMEOWNERSHIP ASSISTANCE PROGRAM INFORMATION FORM **HOUSING INFORMATION:** PLEASE SELECT THE TYPE OF HOUSING THAT THE PRIMARY APPLICANT CURRENTLY LIVES IN: Public Housing Privately Rented GN Staff Housing Privately Owned Other (specify): LAWYER INFORMATION: NAME OF LAWYER: COMPANY: ADDRESS (INCLUDING COMMUNITY: 2 具: FMAII . **LOCATION OF UNIT TO BE PURCHASED OR BUILT:** PHYSICAL ADDRESS (HOUSE NUMBER): COMMUNITY: LOT, PLAN & BLOCK NUMBER: LAND LEASE NUMBER: DO YOU HAVE TITLE OR LEASEHOLD OF THE LAND YOU ARE PLANNING TO BUY OR BUILD ON? (Y / N) **COMPLETE FOR UNITS TO BE PURCHASED:** NAME OF OWNER: **REAL ESTATE COMPANY:** PURCHASE PRICE: \$ **REAL ESTATE AGENT:** IS FINANCING IN PLACE? (Y / N) ESTIMATED CLOSING DATE - DD.MM.YYYY: **COMPLETE FOR UNITS TO BE BUILT:** Ś WHO WILL BUILD THE HOUSE? (CONTRACTOR / OWNER): LOT FEE: CONTRACTOR NAME AND ADDRESS (IF APPLICABLE): \$ START DATE - DD.MM.YYYY: LABOUR COSTS: \$ FINISH DATE - DD.MM.YYYY: MATERIAL COSTS: Ś IS INTERIM FINANCING IN PLACE? (Y / N) **TOTAL COSTS: BANK INFORMATION:** NAME OF BANK: ADDRESS: CONTACT NAME: TITLE FOR CONTACT: 2: 鳥: EMAIL: **REOUIRED ATTACHMENTS:** PLEASE MAKE SURE THE FOLLOWING FORMS ARE COMPLETED AND ATTACHED TO THIS APPLICATION: PURCHASE/DEVELOPMENT: OFFER TO PURCHASE OR CONTRACT TO BUILD BANK LETTER OF COMMITMENT FOR... MORTGAGE / DINTERIM FINANCING FINANCING: **OR** PROOF OF ALTERNATE FINANCING CANADA REVENUE AGENCY CONSENT FORM REQUIRED FOR EACH APPLICANT **VERIFICATION OF INCOME:** DECLARATION I/WE CERTIFY THAT THE STATEMENTS MADE BY ME/US IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY/OUR KNOWLEDGE AND BELIEF, AND ARE MADE IN GOOD FAITH. I/WE UNDERSTAND THAT IF ANY OF THESE STATEMENTS ARE FOUND TO BE UNTRUE THIS APPLICATION MAY BE REJECTED AND ANY ASSISTANCE GRANTED IS TO BE REPAID IN FULL. THE NUNAVUT HOUSING CORPORATION IS COMMITTED TO PROTECTING PERSONAL PRIVACY. INFORMATION IS COLLECTED, USED AND DISCLOSED IN ACCORDANCE WITH THE ACCESS TO INFORMATION AND PRIVACY ACT. I/WE UNDERSTAND THAT THE INFORMATION PROVIDED WILL BE USED ONLY FOR THE PURPOSE OF NUNAVUT HOUSING CORPORATION PROGRAMS. I/WE FURTHER AGREE AND CONSENT THAT INQUIRIES MAY BE MADE AT ANY TIME IN CONNECTION WITH THE ASSISTANCE HEREBY APPLIED FOR. SIGNATURE OF APPLICANT DAY MONTH YEAR

APRIL 2018 PAGE 3 OF 6

DAY

MONTH

**YEAR** 

SIGNATURE OF CO-APPLICANT

## ..... REPAIR, RENOVATION AND MAINTENANCE PROGRAM INFORMATION FORM **HOUSING INFORMATION:** DO YOU HAVE TITLE OR LEASEHOLD OF THE LAND ON WHICH THE HOME IS LOCATED? (Y/N) LOT, BLOCK, PLAN #: LAND LEASE #: CERT. OF TITLE #: PHYSICAL ADDRESS (House Number): AGE OF HOUSE? MAY AN NHC OFFICER INSPECT YOUR HOME TO EXAMINE ITS PRESENT CONDITION? (Y / N) HOUSE INSURANCE: (PLEASE ATTACH PHOTOCOPY) EXPIRY DATE OF HOUSE INSURANCE **INSURANCE COMPANY:** (DD.MM.YYYY): NOTES: FOR REPAIR PROGRAMS, DESCRIBE WORK TO BE DONE OR ATTACH SEPARATE SHEET WHAT YEAR WAS YOUR HOUSE BUILT? NUMBER OF BEDROOMS: HOUSE TYPE: NTR ПНАР **GN STAFF** DAP or EDAP OTHER (SPECIFY): PLEASE DESCRIBE NECESSARY REPAIR(S) AND PROVIDE REASON(S) THE REPAIR(S) ARE REQUIRED **HEALTH AND SAFETY REPAIRS:** SUITABILITY: (IS HOUSE OVERCROWDED ACCORDING TO NATIONAL OCCUPANCY STANDARDS?) **ENERGY CONSERVATION REPAIRS: REOUIRED ATTACHMENTS:** PLEASE MAKE SURE THE FOLLOWING FORMS ARE COMPLETED AND ATTACHED TO THIS APPLICATION: House Insurance: PHOTOCOPY OF POLICY **VERIFICATION OF INCOME:** CANADA REVENUE AGENCY CONSENT FORM REQUIRED FOR EACH APPLICANT **DECLARATION** I/WE CERTIFY THAT THE STATEMENTS MADE BY ME/US IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY/OUR KNOWLEDGE AND BELIEF, AND ARE MADE

I/WE CERTIFY THAT THE STATEMENTS MADE BY ME/US IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY/OUR KNOWLEDGE AND BELIEF, AND ARE MADE IN GOOD FAITH. I/WE UNDERSTAND THAT IF ANY OF THESE STATEMENTS ARE FOUND TO BE UNTRUE THIS APPLICATION MAY BE REJECTED AND ANY ASSISTANCE GRANTED IS TO BE REPAID IN FULL. THE NUNAVUT HOUSING CORPORATION IS COMMITTED TO PROTECTING PERSONAL PRIVACY. INFORMATION IS COLLECTED, USED AND DISCLOSED IN ACCORDANCE WITH THE ACCESS TO INFORMATION AND PRIVACY ACT. I/WE UNDERSTAND THAT THE INFORMATION PROVIDED WILL BE USED ONLY FOR THE PURPOSE OF NUNAVUT HOUSING CORPORATION PROGRAMS. I/WE FURTHER AGREE AND CONSENT THAT INQUIRIES MAY BE MADE AT ANY TIME IN CONNECTION WITH THE ASSISTANCE HEREBY APPLIED FOR.

SIGNATURE OF APPLICANT			
	DAY	MONTH	YEAR
SIGNATURE OF CO-APPLICANT			
	DAY	MONTH	YEAR

APRIL 2018 PAGE 4 OF 6



#### **NUNAVUT HOUSING CORPORATION**

## ხიこ>< しペLゥPゃՐこ Ċゥֈ দናል Ⴠし Canada Revenue Agency Consent Form

ATTENTION: CANADA REVENUE AGENCY FAX # 819-536-4654

#### Dear Sir or Madam:

I require the following information to support the verification of my income. This information will be used to determine my eligibility for financial assistance or subsidy under Nunavut Housing Corporations Homeownership Programs. I request CANADA REVENUE AGENCY to provide the Nunavut Housing Corporation with information to verify my income. If further information is required, please contact the sender as indicated at the top of this page.

I understand and accept that FAX transmissions may involve some security risks where delicate and confidential information is involved.

### **APPLICANT** SOCIAL INSURANCE NUMBER: NAME: COMMUNITY: SIGNATURE: DATE: Монтн YEAR Please provide my income tax summary, showing total income line 150, for the following years 2018 $\mathbf{\Lambda}$ 2019 M M 2020 -FOR CRA USE ONLY-I hereby certify that the attached documentation is a true statement of income for the person named above. COMPLETED BY: TITI F: SIGNATURE: DATE: Монтн YEAR DAY

NUNAVUT HOUSING CORPORATION HEADQUARTERS OFFICE (867-857-3041)

APRIL 2018 PAGE 5 OF 6

CRA, PLEASE RETURN BY FAX TO THE



PLEASE PRINT
EMPLOYEE'S NAME:

#### **NUNAVUT HOUSING CORPORATION**

NHC HEADQUARTERS, P.O. BOX 480, ARVIAT, XOC 0E0, **(867)** 857-3011 ♣ (867) 857-4099

#### **EMPLOYMENT VERIFICATION OF INCOME FORM**

**INSTRUCTION TO CLIENT/APPLICANT:** PLEASE SIGN IN THE SPACE **EMPLOYEE'S SIGNATURE,** AND GIVE TO EMPLOYER TO COMPLETE.

**INSTRUCTIONS TO EMPLOYER:** PLEASE COMPLETE, SIGN AND RETURN TO:

THE NUNAVUT HOUSING CORPORATION

ATTENTION: HOMEOWNERSHIP PROGRAMS COORDINATOR

EMPLOYER:
ADDRESS:

FAX NUMBER: (867)857-4099

NOTE: THIS INFORMATION IS REQUESTED AS A CONDITION OF ACCESS TO HOMEOWNERSHIP PROGRAMS WITH THE NUNAVUT HOUSING CORPORATION. ALL INFORMATION WILL BE HELD ACCORDING TO ACCESS TO INFORMATION AND PERSONAL PRIVACY REGULATIONS.

# YEARS EMPLOYED:	Present Position:					
EMPLOYEE'S SIGNATURE:  EMPLOYER - PLEASE FILL OU						
REGULAR RATE OF PAY		\$	Per Hour	\$	Per Year	
FOR HOURLY EMPLOYEES ONLY:		Hou	SING ALLOWANCE:	\$	Per Year	
AVERAGE NUMBER OF HOURS WORKED PER WEEK:		Hou	SEHOLD ALLOWANCE:	\$	Per Year	
		SET	TLEMENT ALLOWANCE:	\$	Per Year	
			THERN ALLOWANCE:	\$	Per Year	
ESTIMATED NUMBER OF WEEKS PAID IN THE YEAR:			OTHER ALLOWANCE: ISOLATED POST, ETC.)	\$	Per Year	
		Bı-L	INGUAL BONUS:	\$	Per Year	
		VAC	ATION TRAVEL ASSISTANCE:	\$	Per Year	
		Отн	er(Specify):	\$	Per Year	
EMPLOYMENT STATUS:	EMPLOYMENT STATUS: INDETERMINATE D TERM D CONTRACT D CASUAL D					
EXPECTATION OF CONTINUE	DEMPLOYMENT: YES   No					
I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.						
Completed by (print name): Position:						
SIGNATURE:			DATE:			

APRIL 2018 PAGE 6 OF 6



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NHC HEADQUARTERS, P.O. BOX 480, ARVIAT, XOC 0E0, 2 (867) 857-3011 (867) 857-4099

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#### **NUNAVUT HOUSING CORPORATION**

## ხჲႠ⊳< しペL♭₽∿ՐС Ċ็b / ჂჼልჀし Canada Revenue Agency Consent Form

ATTENTION: CANADA REVENUE AGENCY
FAX # 819-536-4654

#### Dear Sir or Madam:

I require the following information to support the verification of my income. This information will be used to determine my eligibility for financial assistance or subsidy under Nunavut Housing Corporations Homeownership Programs. I request CANADA REVENUE AGENCY to provide the Nunavut Housing Corporation with information to verify my income. If further information is required, please contact the sender as indicated at the top of this page.

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### **APPLICANT** SOCIAL INSURANCE NUMBER: NAME: COMMUNITY: SIGNATURE: DATE: Монтн YEAR Please provide my income tax summary, showing total income line 150, for the following years 2018 $\mathbf{M}$ 2019 M M 2020 -FOR CRA USE ONLY-I hereby certify that the attached documentation is a true statement of income for the person named above. COMPLETED BY: TITI F: SIGNATURE: DATE: Монтн YEAR DAY



PLEASE PRINT

EMPLOYEE'S NAME:

# YEARS EMPLOYED:

#### **NUNAVUT HOUSING CORPORATION**

## 

INSTRUCTION TO CLIENT/APPLICANT: PLEASE SIGN IN THE SPACE EMPLOYEE'S SIGNATURE, AND GIVE TO EMPLOYER TO COMPLETE.

**INSTRUCTIONS TO EMPLOYER:** PLEASE COMPLETE, SIGN AND RETURN TO:

PRESENT POSITION:

THE NUNAVUT HOUSING CORPORATION ATTENTION: MANAGER, PROGRAMS FAX NUMBER: (867)983-2278

NOTE: THIS INFORMATION IS REQUESTED AS A CONDITION OF ACCESS TO HOMEOWNERSHIP PROGRAMS WITH THE NUNAVUT HOUSING CORPORATION. ALL INFORMATION WILL BE HELD ACCORDING TO ACCESS TO INFORMATION AND PERSONAL PRIVACY REGULATIONS.

EMPLOYER:

ADDRESS:

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PLOYEE'S SIGNATURE:			
PLOYER - PLEASE FILL OUT THE SECTION BELOW:  REGULAR RATE OF PAY	\$ Per Hour	\$	Per Year
FOR HOURLY EMPLOYEES ONLY:	Housing Allowance:	\$	Per Year
AVERAGE NUMBER OF HOURS WORKED PER WEEK:	Household Allowance:	\$	Per Year
	SETTLEMENT ALLOWANCE:	\$	Per Year
	Northern Allowance:	\$	Per Year
ESTIMATED NUMBER OF WEEKS PAID IN THE YEAR:	ANY OTHER ALLOWANCE: (E.G. ISOLATED POST, ETC.)	\$	Per Year
	BI-LINGUAL BONUS:	\$	Per Year
	VACATION TRAVEL ASSISTANCE:	\$	Per Year
	OTHER(SPECIFY):	\$	Per Year
EMPLOYMENT STATUS: INDETERMINATE   TERM	CONTRACT   CASUAL		
EXPECTATION OF CONTINUED EMPLOYMENT: YES  NO			
CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT 1	TO THE BEST OF MY KNOWLEDGE.		
COMPLETED BY (PRINT NAME):	Position:		
Signature:	Date:		



#### **NUNAVUT HOUSING CORPORATION**

## **ノーー・イン** Papy begi aration of income

CANADA  NUNAVUT TERRITORY		In the matter of Income Verification for Nunavut Housing Corporation's Homeownership Programs.	
I, D0 S0	DLEMNLY DECLARE THAT:	Dате	
	OR		
(PLEASE PROVIDE A PHOTO	COPY OF CHEQUES OR STUBS FOR ONE MON	тн)	
INCOME FROM THE FOLLOWING SOURCES:		AMOUNT PER YEAR	
YMENT INSURANCE BENEFITS		\$	
WORKERS' COMPENSATION, PRIVATE INSURANCE BENEFITS		\$	
VETERAN ALLOWANCE, ANNUITIES, NUN		\$	
		\$	
ALIMONY OR CHILD SUPPORT PAYMENTS; INCOME SUPPORT (SOCIAL ASSISTANCE)  OTHER INCOME: E.G. HONORARIA, CASUAL EMPLOYMENT, INCOME FROM GUIDING, INCOME FROM SALE OF CARVINGS/CRAFTS, ANY OTHER CASH INCOME		\$	
		\$	
	TOTAL	\$	
	EVIDENCE ACT".	IS OF THE SAME FORCE AND EFFECT	
	CURRENTLY HAVE ANY SOURCE OF INCOME ROM ANY SOURCES SINCE: (ENTER DE COME ANY SOURCES SINCE: (ENTER DE COME FROM THE FOLLOWING SOURCES: DYMENT INSURANCE BENEFITS  S' COMPENSATION, PRIVATE INSURANCE BENSIONS, CANADA/QUEBEC PENSION PLOTERAN ALLOWANCE, ANNUITIES, NUN UPPLEMENT  T, INVESTMENT AND DIVIDEND INCOME; REISON CHILD SUPPORT PAYMENTS; INCOME SOURCES COME: E.G. HONORARIA, CASUAL EMPLOY ROM SALE OF CARVINGS/CRAFTS, ANY OTHER CONTRACTOR OF THE "CANADA"  ETHIS SOLEMN DECLARATION CONSCIENTIOUSLY UNDER OATH AND BY VIRTUE OF THE "CANADA"  RED BEFORE ME AT THE  LUNAVUT TERRITORY, THIS,	I,	

#### NOTICE

The following section of the Criminal Code of Canada is hereby brought to the attention of the Declarant:

"S.114 Every one who, not being a witness in a judicial proceeding but being permitted, authorized or required by law to make a statement by affidavit, by solemn declaration or orally under oath, makes in such a statement before a person who is authorized by law to permit it to be made before him, an assertion with respect to a matter of fact, opinion, belief or knowledge, knowing that the assertion is false, is guilty of an indictable offence and is liable to imprisonment for fourteen years."