

HOUSING WHILE IN THE SERVICE POSITION

The service location **MUST ALWAYS** indicate a housing

INDICATED HOUSING	SIGNING THE SERVICE CONTRACT	SERVICE LOCATION	WHO'S PAYING?	CIVILIAN SERVICE CENTER	KELA
1. Housing owned/rented by the service location	The serviceman accepts the indicated housing , and it is marked so in the service contract		The service location	The service location will apply for reimbursement from the non-military service center through Sivariweb during that calendar year when the housing costs were/will be paid. Additionally, a copy of the housing costs per month and the service locations proof of payment for those months that the reimbursement is being applied for must be affixed to the application form.	If the serviceman has a residence e.g. in their home municipality, they can apply for housing allowance for conscripts from Kela. The allowance is discretionary. The serviceman must have lived independently for at least 3 months prior to the start of their military or non-military service.
2. Housing owned/rented by the service location	The serviceman does not accept the indicated housing , and it is marked so in the service contract		The serviceman		The serviceman can apply for housing allowance for conscripts from Kela. The allowance is discretionary. The serviceman must have lived independently for at least 3 months prior to the start of their military or non-military service.
3. Housing rented by the serviceman	The serviceman accepts the indicated housing , and it is marked so in the service contract	The service location checks the serviceman's lease and rent and figures out the share of the rent and other housing costs	The service location pays the serviceman's share either directly to the landlord or the serviceman who will pay to the landlord.	The service location will apply for reimbursement from the non-military service center through Sivariweb during that calendar year when the housing costs were/will be paid. Additionally, a copy of the lease and the service locations proof of payment for those months that the reimbursement is being applied for must be affixed to the application form.	If there are several people living in the same residence, other residents' housing allowances are to be ignored while calculating the serviceman's housing costs.
4. Housing owned by the serviceman	The serviceman accepts the indicated housing , and it is marked so in the service contract	The service location checks the serviceman's share from the maintainance charge and checks e.g. the house book for the serviceman's share of housing costs.	The service location pays the serviceman's share of housing costs, but will not pay for housing loans and such.	The service location will apply for reimbursement from the non-military service center through Sivariweb during that calendar year when the housing costs were/will be paid. Additionally, a copy of the housing costs per month and the service locations proof of payment for those months that the reimbursement is being applied for must be affixed to the application form.	If the serviceman has loans directed at their residence, they can apply for housing allowance from Kela.
5. Housing owned/rented by the serviceman's parents	The serviceman accepts the indicated housing , and it is marked so in the service contract	The service location checks the serviceman's lease and rent and figures out the share of the rent and other housing costs	The service location pays the serviceman's share either directly to the landlord or the serviceman who will pay to the landlord.	The service location will apply for reimbursement from the non-military service center through Sivariweb during that calendar year when the housing costs were/will be paid. Additionally, either a statement of payments to the parents on a monthly basis or a copy of the lease, as well as the service locations proof of payment for those months that the reimbursement is being applied for must be affixed to the application form. The reimbursement is at most 100€ per month.	If there are several people living in the same residence, other residents' housing allowances are to be ignored while calculating the serviceman's housing costs.