

# Guide Form C1: Tenant's Notice to Quit Where Tenant Has Received Notice of Rent Increase

(subsection 10AE of the Residential Tenancies Act)



## What is this form for?

**Use this form to** give your landlord notice that you are moving out and ending your lease early because of a rent increase. This form is also called a notice to quit.

## How can you end your lease early because of a rent increase?

You can end your lease early only if you say yes to all of the following:

- You are in a year-to-year lease
- Your landlord has given you written notice that your rent is increasing
- It has been at least 12 months since the last rent increase
- You want to end the lease because of the rent increase

If you did not answer yes to all of the statements above, this is not the right form for you.

Two important notes:

- 1** You must give this form to your landlord at least 3 months before the rent is going to increase. See more details about this below.
- 2** If you decide to end your lease early, you will be ending it for everyone living in the unit.

## How to complete this form?

The form you must give your landlord starts on page F1. This section will tell you how to fill out each line on the form.

### To

Put your landlord's name on this line as it appears in your lease. If you do not have a copy of your lease, use the landlord's company name or the landlord's full name.

### Tenant's name

Put your full name on this line.

### Address of the residence you are renting

Put the complete address of the place you are renting on this line as it appears in your lease. If you do not have a copy of your lease, fill in the full civic address of the place you are renting: (apartment number, street number, street name, city/town, Nova Scotia, postal code)

### Notice of rent increase

Fill in the date you received the notice of the rent increase, and then fill in the date that the rent will actually increase.

## Guide

### I give notice that I am terminating my tenancy on

Fill in the month, day, and year you will be leaving the unit.

**Note:** You must give this form to your landlord

- at least 3 months before the date your rent is going to increase
- before the day of the month that you pay your rent according to your lease

**Example:**

If your landlord gave you notice your rent was going to increase on August 1, AND according to your lease your rent is due the first of each month, you would have to give this form to your landlord BEFORE May 1.

### Security deposit return

Check the box that best describes how you want the landlord to return your security deposit. You can choose to contact the landlord at a future date to arrange to get your security deposit back, or, if you want the landlord to mail it to you, write in the address where it should go (apartment number, street number, street name, city/town, Nova Scotia, postal code).

We recommend that you, or someone who represents you, inspect the unit along with your landlord at the end of the lease and make a written agreement about how the security deposit will be returned.

### Date

This is the date you are serving (giving) the form to your landlord (see more details about the date below). Fill in the date you give the form to your landlord, print your name, and sign the form.

**Remember:** this date must be 3 months before the rent increase takes place.

### What do I do with the completed form?

#### ➡ Give form C1 to your landlord.

You may do this in several ways:

- 1 Hand the form in person to your landlord or your landlord's agent, property manager, or the superintendent of your building. You can also have someone else do this for you.  
The date you do this counts as the date you served notice to quit. Put this date at the bottom of your form on the line provided.

- 2 Leave a copy in the landlord's mailbox or mail slot at the address listed in your lease for the landlord, property manager, or superintendent.  
The date you do this counts as the date you served notice to quit. Put this date at the bottom of your form on the line provided.

- 3 Send it by pre-paid registered mail, express post, or courier service to an address
  - stated in your lease
  - where your landlord does business as a landlord
  - where the rent is payable

The 3<sup>rd</sup> day AFTER the day you mail the form counts as the date you served notice to quit. Keep a copy of the receipt proving that postage for the form was properly paid and sent. (Example: if you mail the form on a Monday, it counts as being served that Thursday.)

- 4 Scan it and send it electronically (such as by email), but only if the landlord has given an electronic address in the lease to receive documents. The electronic copy (scan) must be the same as the original so the landlord will have all the information.

Date served depends on the following:

- If you send the form before 4:00 pm on any day other than a Saturday, Sunday, or holiday, it counts as being served that day.
- If you send after 4:00 pm on any day, it counts as being served on the next business day—as long as the next day is not a Saturday, Sunday, or holiday.
- If you send on a Saturday, Sunday, or holiday, the notice to quit counts as being served on the next business day that is not a Saturday, Sunday, or holiday.

***Keep a copy of this form for your records.***

# Form C1: Tenant's Notice to Quit Where Tenant Has Received Notice of Rent Increase

(subsection 10AE of the Residential Tenancies Act)



**To** (landlord's name) \_\_\_\_\_

**Tenant's name** \_\_\_\_\_

### Address of residential premises

Street number and name (civic address) \_\_\_\_\_ Apartment \_\_\_\_\_

City or town \_\_\_\_\_ Province \_\_\_\_\_ Postal code \_\_\_\_\_

**My tenancy is** a year-to-year tenancy and I have received a notice of rent increase

dated (YYYY MM DD) \_\_\_\_\_ to become effective on

(date: YYYY MM DD) \_\_\_\_\_

**I give notice that I am terminating my tenancy on** (date: YYYY MM DD) \_\_\_\_\_

## Important Information

**This notice must be given at least 3 months before the effective date of the rent increase, and must be given before the day of the month that rent is payable under the lease.**

### Security deposit return (check one)

- I will make arrangements at a future time for the return of my security deposit.
- Please return my security deposit to me at the forwarding address below:

Street number and name (civic address) \_\_\_\_\_ Apartment \_\_\_\_\_

City or town \_\_\_\_\_ Province \_\_\_\_\_ Postal code \_\_\_\_\_

**Sign and date this form**

Date (YYYY MM DD) \_\_\_\_\_ Tenant's signature \_\_\_\_\_

Print name \_\_\_\_\_

**Tenant: Keep a copy of this form for your records.**