

Form D Landlord's Notice to Quit for Rental Arrears

(subsection 10(6) of the Residential Tenancies Act)

What are these forms for?

Use this form to give a Notice to Quit when a tenant has failed to pay rent.

How to complete this form?

To

Give the tenant's name as it appears in the lease. If you do not have a lease, use the tenant's full name.

Address of residential premises

Give the complete address of the place that is being rented as it appears on the lease.

If you do not have a lease, give the full civic address, including the postal code.

Your tenancy is terminated on

Give the date the tenant is to leave. This date can be no sooner than 15 days after the notice is successfully served. You may want to complete this line just before serving the tenant. Calculate the total rent owing using the grid.

From / To - For each rental period (week or month) that rent is overdue, give the beginning and end dates.

Rent Owing - Show the amount that was due for each period.

Rent Paid - Show how much (if any) was paid.

Rent Arrears - Subtract the payment from the owing amount, and fill in the arrears.

Total Rental Arrears Owing - Add up the Rental Arrears column. Copy this amount to the line for "total rental arrears".

Landlord's name

Give your name as it appears on the lease. If you do not have a lease, use your company name, or, if you do not have a company name, your full name. If you are representing a landlord, please give the landlord's company name or full name.

Street number and name

Please give your full civic address as it appears on the lease.

Date

This date is the date the notice is successfully served (the date you give it to the tenant in person, or the day you send it by registered mail). Do not use the date that you completed the form, unless you successfully serve it the same day.

What do I do with the completed forms?

➡ Formally serve the tenant with a copy of this form.

You may do this in two ways:

- 1 Personally hand the form to the tenant or have someone else do so on your behalf

OR

- 2 Send the form by registered mail to the tenant – it is served once the tenant picks it up

If you have made several attempts to serve the tenant and have been unsuccessful, contact the Residential Tenancies Program.

Make a copy of this for your records.

IMPORTANT: If your tenant disputes this notice to quit you will be served with an Application to Director. In order to have your claim for rental arrears, termination of tenancy and vacant possession considered for an Order of the Director, you must file a counter-claim to that application.

Form D

Landlord's Notice to Quit for Rental Arrears

(subsection 10(6) of the Residential Tenancies Act)

To (tenant's name)

→

Address of residential premises

Street number and name (civic address) Apartment number

City or town Province

Postal code

Tenants: Please see important information on page 2 of this form.

Your tenancy is terminated on **and you must vacate the residential premises by that date for the following reason:**

Your rent was 15 days overdue as of

Your monthly rent payment of \$ was due on

You owe total rental arrears of \$ calculated as follows:

Rent Period		Rent Owning	Rent Paid	Rental Arrears
From	To			
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

Total Rental Arrears Owning \$

If you wish to provide more payment history information, please attach a separate sheet.

Landlord's name (Use company name if applicable.)

Street number and name (civic address) Apartment number

City or town Province

Postal code

Sign and date this form

Landlord or representative's signature Date (YYYY MM DD)

X

Landlord: Keep a copy of this form for your records.

IMPORTANT INFORMATION FOR TENANTS

Within 15 days after receiving this Notice to Quit,

you may:

- (a) pay the landlord the total rental arrears shown above.
If you do so, this Notice to Quit is void and of no effect.

OR

- (b) apply to the Director for an order setting aside this Notice to Quit by filing an **Application to Director in Form J**.

You may obtain a copy of the Application to Director form at an Access Nova Scotia office or on the Service Nova Scotia and Municipal Relations website.

Bring this notice with you.

If you do not pay the rental arrears or file an Application within 15 days after receiving this Notice to Quit,

your tenancy is terminated and you must vacate the premises by the termination date shown above, and your landlord may apply to the Director for any one or more of the following:

- an order for you to vacate the premises;
- an order requiring you to pay your landlord any rent owing for the month in which this Notice to Quit was given to you and any rental arrears for previous months;
- an order permitting your landlord to retain your security deposit and interest to be applied against any rent found to be owing and in arrears.

The Director is authorized to make the order without holding a hearing.

(See subsections 10(6A), 10(6B), 10(6C), 10(6D) and 10(6E) of the Act)

You may be financially responsible for damages or rent due past the date of termination. The landlord must make a separate application for this money.