

## Guide Form F: Landlord's Notice to Quit—Additional Circumstances

(subsection 10(7) or (7A), clause 10(8)(a), (b) or (c), or clause 10(9)(c) of the Residential Tenancies Act)



### What are these forms for?

**Use these forms to** give a tenant Notice to Quit for reasons other than Rental Arrears and Breach of Statutory Conditions. See subsection 10(7) or (7A), clause 10(8)(a), (b) or (c), or clause 10 (9)(c) of the Residential Tenancies Act.

### 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 being rented as it appears on the lease. If you do not have a lease, give the full civic address, including the postal code.

#### I hereby give you notice that your tenancy is terminated on

Give the date you wish the tenant to leave. For 10(7A), this can be 5 days after the notice is served.

For other reasons, give a date that is reasonable. For 10(7), this can be 7 days after the notice is served. The date the form is successfully served will depend on the method of service you use. The section **Formally serve the tenant with a copy of this form** will provide this information.

#### Reason for termination

See the following provisions of the Residential Tenancies Act for the circumstances in which a landlord may give a tenant this Notice to Quit: subsection 10(7), subsection 10(7A), clauses 10(8)(a), (b), and (c), clause 10(9)(c).

#### 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, give the landlord's company name or full name.

#### Street number and name

Give your full civic address as it appears on the lease.

#### Sign and date this form

This date is the date the notice is deemed served or sent. Use this date to calculate the date the date of the termination.

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

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

You may do this in several ways:

- 1** Hand the form in person to the tenant, or an adult who lives with the tenant.  
Date served is the same date.
- 2** Leave a copy in the tenant's mailbox or mail slot at the residential premises listed in the lease if the tenant currently resides there.  
Date served is the same date.
- 3** Send it by pre-paid registered mail, express post, or courier service to
  - the address of the residential premises listed in the lease if the tenant still lives there
  - a forwarding civic address provided by the tenantDate served is the 3<sup>rd</sup> day after the date mailed. Keep a copy of the receipt showing proof the notice was prepaid, properly addressed, and sent.
- 4** Send it electronically if the tenant has provided an electronic address in the lease to receive documents. The electronic copy must be substantially the same as the original and capable of being retained by the tenant so they can use it for later reference.  
Date served depends on the time and the day sent as follows:
  - If sent before 4:00 pm on any day other than a Saturday, Sunday, or holiday, it is deemed to have been served on the day sent..
  - If sent after 4:00 pm on any day, it is deemed to have been served on the next day that is not a Saturday, Sunday, or holiday.
  - If sent on a Saturday, Sunday, or holiday, it is deemed to have been served on the next day that is not a Saturday, Sunday, or holiday.

***Make a copy of this for your records.***

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(subsection 10(7) or (7A), clause 10(8)(a), (b) or (c), or clause 10(9)(c) of the Residential Tenancies Act)



To (tenant's name) \_\_\_\_\_

### Address of residential premises

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

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



I hereby give you notice that your tenancy is terminated on \_\_\_\_\_ and you must vacate the premises by that date because \_\_\_\_\_

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

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

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



### Sign and date this form

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

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

## Important Information

See the following provisions of the Residential Tenancies Act for the circumstances in which a landlord may give a tenant this Notice to Quit: *subsection 10(7), 10(7A), clauses 10(8)(a), (b), (c) and clause 10(9)(c)*