

## Form C Tenant's Notice to Quit

(subsection 10(1) or 10(3) of the Residential Tenancies Act)

### What is this form for?

**Use this form to** give a landlord notice that you are leaving at the end of a lease term. This will end the lease for *all* tenants.

### How to complete this form?

#### To

Give the landlord's name as it appears in the lease. If you do not have a lease, use the landlord's company name or 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.

#### My tenancy is

Check the box that applies to you. You must give this form with appropriate notice time to the landlord.

**Year to year** - This form must be given to your landlord at least 3 months before the end of your lease. (see clause 10(1)(a) of the Act)

**Month to month** - This form must be given to your landlord at least 1 month before the end of any month. (see clause 10(1)(b) of the Act)

**Week to week** - This form must be given to your landlord at least 1 week before the end of any week. (see clause 10(1)(c) of the Act)

**Manufactured home** - This form must be given to your landlord at least 1 month before the termination of the tenancy. (see clause 10(3)(b) of the Act)

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

**Date** - Give the date that you will leave.

#### Security deposit return

This section is optional.

If you wish the landlord to return the security deposit, provide a mailing address or contact the landlord to do so at a later time. The Residential Tenancies Program recommends that landlords and their tenants or representatives inspect the unit at the end of the lease, and make a written agreement about the return of the security deposit.

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

#### ➡ Formally serve the landlord with the original of this Form C.

You may do this in two ways:

**1** Personally hand the form to the landlord or the landlord's representative, or have someone else do so on your behalf

**OR**

**2** Send the form by registered mail to the landlord – it is served once the landlord picks it up

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

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

# Form C Tenant's Notice to Quit

(subsection 10(1) or 10(3) of the Residential Tenancies Act)

**To** (landlord's name)

**Tenant's name**

**Address of residential premises**

Street number and name (civic address)  Apartment number

City or town  Province

Postal code

- My tenancy is** (check one)
- Year to year** - This form must be given to your landlord at least 3 months before the end of your lease. (see clause 10(1)(a) of the Act)
  - Month to month** - This form must be given to your landlord at least 1 month before the end of any month. (see clause 10(1)(b) of the Act)
  - Week to week** - This form must be given to your landlord at least 1 week before the end of any week. (see clause 10(1)(c) of the Act)
  - Manufactured home** - This form must be given to your landlord at least 1 month before the termination of the tenancy. (see clause 10(3)(b) of the Act)

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

**Security deposit return** This section is optional. (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 number

City or town  Province

Postal code   Phone number  -  -

Email

**Sign and date this form**

Tenant's signature  Date (YYYY MM DD)

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