

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

F1

(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.