FORM L2 (Disponible en français)

Important Information for Landlords

Use Form L2 to apply for an order to:

- end a tenancy and evict a tenant after you give the tenant one of the following *Notices to End your Tenancy*: N5, N6, N7, N8, N12 or N13,
- **end a tenancy** and **evict a tenant** because the tenant abandoned the rental unit, or because the tenant is a superintendent whose employment ended,
- collect money you believe the tenant owes you for:
 - remaining in the rental unit after the termination date,
 - · NSF cheques the tenant gave you,
 - damaging the rental unit,
 - · unpaid utility bills,
 - costs that you incurred because the tenant or someone else visiting or living in the rental unit substantially interfered with your reasonable enjoyment or lawful right, privilege or interest,
 - misrepresenting income in social housing.

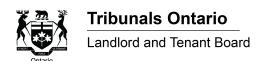
Instructions for this application are available at the Landlord and Tenant Board (LTB) website at tribunalsontario.ca/ltb.

- 1. Select your language preference (French or English). If you require accommodation complete a Tribunals Ontario Accommodation Request form.
- 2. Complete this application.
 - Part 1 asks for general information about:
 - the rental unit covered by this application,
 - you (your name, etc.),
 - the tenants in possession of the rental unit,
 - any other unresolved applications that relate to the rental unit.
 - Part 2 asks you to select and explain the reasons for your application if you are applying to end a tenancy.
 - Part 3 asks, if you are applying to collect money the tenant owes you, to:
 - select and explain the reasons for your application, and
 - show how you calculated the amount you believe the tenant owes you.
 - **Part 4** requires your signature or that of your representative, and, if you are being represented, your representative's contact information.
- 3. Complete Schedule A if you are applying to end a tenancy and evict a tenant based on a <u>Form N13</u>: Notice to End Your Tenancy at the End of the Term Because the Landlord Wants to Demolish the Rental Unit, Repair it or Convert it to Another Use.
- 4. Complete Schedule B if you are applying to end a tenancy and evict a tenant based on a <u>Form N12</u>: Notice to End your Tenancy Because the Landlord, a Purchaser or a Family Member Requires the Rental Unit.
- 5. File all pages of the application with the LTB (not including this page) no more than **30 days** after the termination date set out in the notice you gave to the tenant. If you gave the tenant a *Notice to End your Tenancy*, include a copy of the notice you gave the tenant and a *Certificate of Service* showing how and when you gave the tenant the *Notice to End your Tenancy*. The LTB will send you a *Notice of Hearing* showing the time and location of your hearing.

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- 6. Pay the application fee of **\$201** to the Board at the same time as you file the application **(or \$186 if you use the** Tribunals Ontario Portal). The Board will not process your application unless you pay the fee. If you mail or courier the application, you can pay the filing fee by money order, certified cheque, or by credit card. You can't pay with cash or debit card if you file by mail or courier. If you cannot afford the fee, you can submit a <u>Fee Waiver Request</u>.
- 7. Contact the LTB if you have any questions or need more information.

416-645-8080 1-888-332-3234 (toll free) tribunalsontario.ca/ltb



Language Preference						
The LTB offers services in both French and English.						
What is your preferred language? French English						
If you are the respondent and want French Language Services, complete the Requeservices form and send it by email or mail to the LTB office handling this file.	est for Fre	nch Language				
Accommodation						
Accommodations are arrangements to allow everyone, regardless of their abilities, t process.	o participa	ate fully in the LTB's				
If you require accommodation, complete the <u>Accommodation Request</u> form and emsend the form by mail to the LTB. To see the list of all LTB office addresses, visit <u>tri</u>						
Read the instructions carefully before completing this form. Print or type in capital le	etters.					
Part 1: General Information						
Address of the Rental Unit Covered by This Application		_				
Street Number Street Name						
Street Type (e.g. Street, Avenue, Road) Direction (e.g. East) Unit/Apt./Suite						
Municipality (City, Town, etc.)	Prov.	Postal Code				
		1				
OFFICE USE ONLY: File Number						
Delivery Method: In Person Mail Courier Service Ontario Center FL						

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Landlord's Name and Address

First Name (If there is	more than 1 lar	ndlord, comp	olete a <i>Sche</i> o	lule of Parties	form and file it	with this a	application.)
Last Name							
Company Name (if app	licable)						
Street Address							
Unit/Apt./Suite	Municipality	(City, Town,	etc.)			Prov.	Postal Code
Day Phone Number		Evening	g Phone Nun	nber	Fax Nu	umber	
()	-	()	-	()	-
E-mail Address							
Tenant Names and (Current Addr	ess					
Tenant 1: First Name (If there are mo	re than 2 ten	ants, comple	ete a <i>Schedule</i>	e <i>of Parties</i> for	m and file	it with this application.)
Tenant 1: Last Name							
Tenant 2: First Name							
Tenant 2: Last Name							
Mailing Address (if it is	different from t	he address o	of the rental ι	unit)			
Unit/Apt./Suite	Municipality	(City, Town,	etc.)			Prov.	Postal Code
Day Phone Number		Evening	Phone Num	ıber	Fax No	umber	
()	-	()	-	()	-
E-mail Address							

Related Applications

If you or your tenant filed other applications that relate to this rental unit and those applications have not been resolved, list their file numbers below.

File Number 1 File Number 2

FORM L2

(Disponible en français)

Is the Tenant Still in Possession of the Rental Unit?

The tenant must be in possession of the rental unit when you file this application, unless you are applying for Reason 2 (because you believe the tenant abandoned the rental unit). Shade the appropriate circle completely to answer whether the tenant is still in possession of the rental unit on the date you file this application. If you answer no, you cannot file this application unless you are applying for Reason 2. Yes No If the tenant moved out of the rental unit in the past year and you want to collect money you believe the former tenant owes, you may be able to file an Application to Collect Money a Former Tenant Owes (Form L10). Part 2: Applying to End a Tenancy If you want the LTB to end the tenancy and evict the tenant, shade the box completely next to your reason for applying. I am applying to evict the tenant because: **Reason 1:** I gave the tenant one of the following *Notices to End your Tenancy.* Shade the box(es) completely next to the notice(s) you gave the tenant and on which you are basing this application. Also indicate the termination date in the *Notice to End your Tenancy* in the space provided. Notice to End your Tenancy for Interfering with Others, Damage or Overcrowding. Notice **N5**: Notice to End your Tenancy for Illegal Acts or Misrepresenting Income in a Notice **N6**: Rent-Geared-to-Income Rental Unit. Notice to End your Tenancy for Causing Serious Problems in the Rental Unit or Residential Notice **N7**: Complex. Notice to End your Tenancy at the End of the Term. Notice **N8**: Notice N12: Notice to End your Tenancy Because the Landlord, a Purchaser or a Family Member Requires the Rental Unit. Notice N13: Notice to End your Tenancy Because the Landlord Wants to Demolish the Rental Unit, Repair it or Convert it to Another Use. What is the termination date in the notice you selected above? dd/mm/yyyy Reason 2: I believe the tenant abandoned the rental unit. The tenant must owe arrears of rent for the LTB to determine that the tenant abandoned the rental unit. Please explain: Why do you believe the tenant abandoned the rental unit?

Attach more sheets, if necessary.

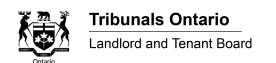


Reason 3: The ten	ant occupies a superinte	endent's unit and their e	employment as	superintende	ent ended.	
The tenant's employ	yment ended on:		/	/		
			dd/i	mm/yyyy		
Part 3: Applying t	to Collect Money t	the Tenant May O	we You			
Shade the box(es) com the additional information	npletely next to the reason on depending on your re help the LTB determine	on(s) for which you belied	eve the tenant o, provide info	•	•	
Note: you cannot use t	his application to collect	money for rent arrears	the tenant ma	y owe you.		
	nant must pay for each d of termination.	day they stay in the rent	al unit after the	e termination o	date in the	
If you are applying for F	Reason 1, you may also	apply for the following	charges:			
	nant must pay the bank o	charges and related adr	ministration ch	arges for NSF	cheques the	
Note: t	he maximum administra	ition charge you can cla	im for each ch	eque is \$20.0	0.	
The total amount the tenant owes for NSF cheques is:						
I have calculated the a	amount the tenant owes	me for NSF cheques as	s follows:			
Cheque Amount \$	Date of Cheque dd/mm/yyyy	Date NSF Charge Incurred dd/mm/yyyy	Bank Charge for NSF Cheque \$	Landlord's Administration Charge \$	Total Charge \$	
•	1 1	1 1	•	•	•	
•	1 1	1 1	•	•	•	
•	1 1	1 1	•	•	•	
		Total NSF Rela	ited Charges O	ving \$	•	
	Attach r	more sheets, if necessary.				
Information about the	e tenant's rent and ren	t deposit				
You must provide the took owe you.	following information to l	help the LTB determine	the amount of	f money the te	enant may	
The current rent is:	•	•				
The amount of rent c	urrently on deposit:	•				
The date the rent dep	oosit was collected:	/ / dd/mm/yyyy				
	d for which the tenant	/ /	to	/	/	
was paid interest on	the rent deposit:	dd/mm/yyyy		dd/mm/yyyy		



	enant did not pay utility ed to pay under the ter	•	•	,	•
The to	otal reasonable out-of-pour as a result of the ter	ocket expenses I ha	ve incurred or	\$	•
I have calculated the	amount the tenant owe	es me for utility costs	as follows:		
Date of Utility Bill (dd/mm/yyyy)	Period Covere From (dd/mm/yyyy)	ed by Utility Bill To (dd/mm/yyyy)	Total Bill Amount \$	Amount Paid by Tenant \$	Amount Owing by Tenant \$
Name of Utility Provider 1:					
1 1	/ /	1 1	•	•	•
Name of Utility Provider 2:					
1 1	/ /	/ /	.	•	•
Name of Utility Provider 3:					
1 1	/ /	/ /	•	•	•
			To	otal \$	•
	Δttac	th more sheets, if nece	ssarv		
	Atı	tach more sheets, if ne	cessary.		
dama	enant or someone else ge to the rental unit or ssary to repair or replac	residential complex.	The tenant must pa		
	easonable costs I have e the damaged propert		to repair or	\$	•
Please explain: Wha	it were the damages to damaged property?	the property? How d	id you calculate th	e costs you are	claiming to

Reason 5:	Reason 5: The tenant or someone else visiting or living in the rental unit substantially interfered with landlord's reasonable enjoyment or lawful right, privilege or interest. The tenant must pay the reasonable out-of-pocket expenses I incurred as a result of this conduct.						
	Note: Do not select this reason if the tenant caused dam complex or did not pay utility bills.	age to the rental unit o	r residential				
	The reasonable costs I have incurred are:	\$	•				
your reasonabl	n: How did the tenant or someone else visiting or living in e enjoyment or lawful right, privilege or interest? Provide cted to this conduct.		•				
Reason 6:	The tenant lives in a rent-geared-to-income rental unit and that of family members living in the rental unit. The tenand would have been required to pay had they not misreprese	nt must pay the additio					
	The tenant must pay me:	\$	•				
Please explair	n: How did you calculate the additional amount you are cla	aiming the tenant owes	?				
Dout 4: Tota	A Marine						
	al Amount Owing						
Total NSF cha (From Part 3,	· ·	\$	•				
Total Utility co (From Part 3, l	•	\$	•				
Total costs for (From Part 3, I	damages owing: Reason 4)	\$	•				
Total costs relation (From Part 3, I	ating to substantial interference owing: Reason 5)	\$	•				
Total costs for (From Part 3,	misrepresentation of income: Reason 6)	\$	•				
Application Fe	e:	\$	•				
	Total:	\$	_				



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(Disponible en français)

Part 5: Signatu	ire						
Landlord/Represe	ntative's Signatu	re					
					/ dd/n	/ nm/yyyy	
Who has signed the	e application? Sha	de the box	x completel	y next to yo	ur answer.		
Landlord [Legal Represe	entative					
Information About	the Legal Repre	sentative					
First Name							
Last Name							
LSUC#	Company Name (i	f applicable	e)				
Mailing Address							
Unit/Apt./Suite	Municipality (Ci	ty, Town, ε	etc.)			Prov.	Postal Code
Day Phone Number		Evening I	Phone Numb	er	Fax Nı	umber	
()	-	()	-	()	-
E-mail Address							

Collecting Personal Information

The Landlord and Tenant Board has the right to collect the information requested on this form to resolve your application under section 185 of the *Residential Tenancies Act, 2006*. After you file the form, all information related to the proceeding may become publicly available in a tribunal decision, order or other document, in accordance with Tribunals Ontario's <u>Access to Records Policy</u> and the *Tribunal Adjudicative Records Act, 2019*. Parties wanting records or information to remain confidential must seek a confidentiality order from the adjudicator. If you have questions about confidentiality orders or access to records, please contact us by email at <u>LTB@ontario.ca</u> or our Contact Center at **416-645-8080** or **1-888-332-3234** (toll free).

Important Information from the Landlord and Tenant Board

- 1. It is an offence under the *Residential Tenancies Act*, 2006 to file false or misleading information with the Landlord and Tenant Board.
- 2. The LTB can order either the landlord or the tenant to pay the other's costs related to the application.
- 3. The LTB has *Rules of Procedure* that set out rules related to the application process and *Interpretation Guidelines* that explain how the LTB might decide specific issues that could come up in an application. You can read the *Rules and Guidelines* on the LTB website at tribunalsontario.ca/ltb.



Schedule A – Additional Information Ending a Tenancy for Demolition, Repairs or Conversion to Another Use

(Disponible en français)

You must complete this Schedule if you are applying to end a tenancy and evict a tenant based on an N13: Notice to End your Tenancy Because the Landlord Wants to Demolish the Rental Unit, Repair it or Convert it to Another Use.

Part A: Permits							
The LTB will not issue an order ending the tenancy and evicting a tenant unless you have obtained all permits required to do the work or have taken all reasonable steps to obtain the permits.							
Shade the box below completely to indicate whether you have obtained the permits.							
Have you obtained the necessary building permits to do the work?							
If you answered "yes", provide copies of the permits to the tenant and the LTB before the hearing.							
If you answered "no", you must obtain the necessary permits or have taken all reasonable steps to obtain the permits by the date of the hearing. If you have not done so, the LTB may dismiss your application. If you have obtained the permits by the date of the hearing, provide copies to the tenant and the LTB.							
Part B: Compensation							
The LTB will not issue an order ending the tenancy and evicting the tenant unless you have compensated the tenant or offered them another rental unit that is acceptable to them. The compensation must be paid on or before the termination date on the N13 Notice.							
In most situations, you must pay the tenant compensation equal to one months' rent if the complex has fewer than 5 units and compensation equal to 3 months' rent if the complex has 5 or more units. Different rules apply if the tenant intends to move back into the rental unit after repairs or renovations have been completed. See the instructions for more information.							
Answer the questions below to indicate how you have compensated the tenant.							
I gave the tenant \$. in compensation on / / .							
dd/mm/yyyy							
I offered the tenant another rental unit and the tenant accepted it.							
If the rental unit is in a care home, you must make reasonable efforts to find alternative accommodation for the tenant that is appropriate to their care needs.							
☐ I will give the tenant \$ in compensation. I understand that this must be paid no							
later than the termination date in the N13 Notice.							
Exception: You are not required to compensate the tenant or offer them another rental unit if you were ordered to demolish the rental unit or to do the repairs under a municipal property standards by-law or by another authority. Shade the box below completely if this applies to your situation.							
I was ordered to demolish the rental unit or to do the repairs under a municipal property standards by-law or by another authority.							

Schedule A – Additional Information Ending a Tenancy for Demolition, Repairs or Conversion to Another Use

(Disponible en français)

Part C: Previous N12 or N13 Notices

If you have given any other N12 or N13 Notices in the past two years for this rental unit or any other rental unit you must complete the chart and provide all the requested information for each notice:

Date the Notice was Served dd/mm/yyyy	Address of the Rental Unit	Intended occupant (N12) or Intended activity (N13)	LTB File # (where applicable)
1 1			
1 1			
I I			

Attach more sheets, if necessary.

I have not given any other N12 or N13 Notices in the past two years for this rental unit or any other rental unit.

Part D: Tenant's Right of First Refusal

A tenant who receives a N13 Notice for the purpose of repairs or renovations may have a right of first refusal. If a tenant exercises this right when the repairs or renovations are completed, they may reoccupy the rental unit at a rent that is no more than what the landlord could have lawfully charged if there was no interruption in the tenancy.

A tenant who wishes to have a right of first refusal must give the landlord notice in writing before vacating the rental unit and must inform the landlord in writing of any change of address.



Schedule B – Additional Information Ending a Tenancy for Landlord's or Purchaser's Own Use

(Disponible en français)

You must complete this schedule if you are applying to end a tenancy and evict a tenant based on a reason in Form N12: Notice to End your Tenancy Because the Landlord, a Purchaser or a Family Member Requires the Rental Unit. The reasons in the N12 are:

- the landlord, landlord's immediate family or a person providing care services to the landlord or family member requires the rental unit for residential occupation, or
- the landlord has entered into an agreement of purchase and sale of the rental unit and the purchaser, the purchaser's immediate family or a person providing care services to the purchaser or family member requires possession of the rental unit for residential occupation.

Immediate family members of a landlord or purchaser are: a spouse, their parents or their children.

Part A: Compensation	î
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The LTB will not issue an order ending the tenancy and evicting the tenant unless you have compensated the tenant in an amount equal to one month's rent or offered them another rental unit that is acceptable to them. The compensation must be paid on or before the termination date on the N12 Notice. See the <u>instructions</u> for more information.

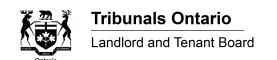
Answer the questions	below to indicate how	v you have	compensated the te	nant.		
I gave the tenant	\$. i	n compensation on	/	/	
				dd/r	nm/yyyy	_
I offered the tenan	t another rental unit a	and the ten	ant accepted it.			
I will give the tenar	nt \$	•	in compensation.	I understand	that this must	be paid no
later than the term	ination date in the N1	2 Notice.				

Part B: Declaration

You must also submit to the LTB a declaration signed by the person who wants to move into the unit. In the declaration, the person who intends to move in must say that they, in good faith, require the rental unit for their own use for a period of at least one year.

The declaration must be submitted with this application. The LTB will not accept your application without the declaration.

Instead of a declaration you can file a sworn affidavit. The affidavit must be sworn or affirmed before a Notary Public or Commissioner of Oaths.



Schedule B – Additional Information Ending a Tenancy for Landlord's or Purchaser's Own Use

(Disponible en français)

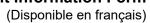
Part C: Previous N12 or N13 Notices

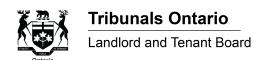
If you have given any other N12 or N13 Notices in the past two years for this rental unit or any other rental unit you must complete the chart and provide all the requested information for each notice:

Date the Notice was Served dd/mm/yyyy	Address of the Rental Unit	Intended occupant (N12) or Intended activity (N13)	LTB File # (where applicable)
1 1			
1 1			
I I			

Attach more sheets, if necessary.

Payment Information Form (Disponible en français)





Payment Method

Se	lect how you are paying the application fee:
	Money Order Certified Cheque
	Money orders and certified cheques must be made payable to the "Minister of Finance".
	Credit Card
	If you are paying by credit card and filing your application by mail or courier, you must complete the Credit Card Payment Form and submit it with your application.