

## Important Information for Landlords

Use this form to apply to the Landlord and Tenant Board to transfer a tenant from a care home because the tenant requires:

- less care than the care home provides, or
- more care than the care home provides.

Instructions for Form L7 are available on the Board's website at tribunalsontario.ca/ltb.

- 1. Complete all three parts of this application.
  - **Part 1** asks for general information about:
    - the rental unit covered by the application,
    - you (your name, etc),
    - the tenants in possession of the rental unit,
    - the tenant's representative or their substitute decision maker (if they have one),
    - any other unresolved applications that relate to the rental unit.
  - **Part 2** asks you to select the reason for your application and explain why you think that the tenant requires either less or more care provided than the care home provides.
  - **Part 3** requires your signature or that of your representative, and, if you are being represented, your representative's contact information.
- 2. Complete the *Request for French-Language Services or Request for Accommodation* form at the end of this application if you need additional services at the hearing.
- 3. File all pages of the application (not including this page) with the Board. The Board will send you a *Notice of Hearing* showing the time and location of your hearing.
- 4. Pay the application fee of **\$201** to the LTB at the same time as you file the application. The LTB 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 by cash or debit card if you file by mail or courier. If you pay online, email your receipt and application to <u>LTBpayments@ontario.ca</u>. If you cannot afford the fee, you can submit a <u>Fee Waiver Request</u>.
- 5. Once you file this application with the Board, a Board mediator will call both you and the tenant about resolving the application by a mediated agreement. If you don't agree to try mediation, the Board may dismiss your application.
- 6. Contact the Board if you have any questions or need more information.

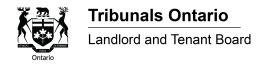
**416-645-8080 1-888-332-3234 (toll-free)** tribunalsontario.ca/ltb



Read the instructions carefully before completing this form. Print or type in capital letters.

PART 1: GENERAL IN	FORMATION						
Address of the Rental	Unit Covered	by This /	Applicatio	ı			
Street Number	Street Name						
Street Type (e.g. Street, Aven	ue, Road)	Directio	on (e.g. East)	Unit/Apt./Suite	е		
Municipality (City, Town, etc.)						Prov.	Postal Code
Landlord's Name and	Address						
First Name (If there is more the second seco	han 1 landlord, comp	olete a Sche	edule of Parties	s form and file it w	/ith this ap	plication.)	
Last Name							
Company Name (if applicable	)						
Street Address							
Unit/Apt./Suite	Municipality (City, T	own, etc.)				Prov.	Postal Code
Day Phone Number	Ev	ening Phon	e Number		Fax Num	ber	
()	· (		)	-	(	)	-
E-mail Address							

OFFICE USE ONLY	
File Number	
v. 01/04/2022	



#### **Tenant Name and Address**

First Name (If there is more than 1 tenant, complete a Schedule of Parties form and file it with this application.)

Last Name								
Mailing Addre	ess (if it is diff	ferent from th	e address of the	rental unit)				
Unit/Apt./Suit	е	Municipa	ality (City, Town, e	etc.)			Prov.	Postal Code
Day Phone N	umber		Evening	Phone Numbe	r	Fax Nu	mber	
(	)	-	(	)	-	(	)	-
E-mail Addre	SS							
Tenant's I	Represen	tative / S	ubstitute De	cision Ma	ker			
First Name								
Last Name								
Street Addres	s							
Unit/Apt./Suit	е	Municipa	ality (City, Town, o	etc.)			Prov.	Postal Code
Day Phone N	umber		Evening I	Phone Numbe	r	Fax Nu	mber	
(	)	-	(	)	-	(	)	-

E-mail Address

## **Related Applications**

If you or your tenant filed other applications that relate to this rental unit and those applications have not<br/>been resolved, list their file numbers below.File Number 1File Number 2



## PART 2: REASON FOR YOUR APPLICATION

Shade the circle completely next to your reason for applying to transfer the tenant from the care home.

I am applying to the Board for an order to transfer the tenant from the care home because:

### Reason 1: The tenant does not require as much care as the care home provides

- In the box below, describe:
- the minimum level of care provided in the care home,
- why the tenant requires less than this level of care.

#### Please explain: Be as specific as possible.

Attach more sheets, if necessary

## Reason 2: The tenant requires a higher level of care than the care home can provide, even with additional care services available from service providers in the community

In the box below describe:

- the level of care service provided in the care home,
- why the tenant's needs cannot be met with this level of service,
- what care services are available from community based service providers, and
- why the tenant's needs cannot be met if care services are provided by both the care home and community service providers.

Please explain: Be as specific as possible.



# Shade the circle completely to answer whether other appropriate accommodation is available for the tenant at this time

Yes No

If yes:

- provide the name and the address of the facility that will provide accommodation to the tenant
- explain what arrangements have been made with the facility to transfer the tenant.

Please explain: Be as specific as possible.

Attach more sheets, if necessary

## PART 3: SIGNATURE

### Landlord/Representative's Signature

						1	1	
						dd/n	nm/yyyy	
Who has signed the	e application?	Shade the c	ircle complet	ely nex	t to you	r answe	er.	
Landlord	Legal Repres	entative						
Information Abou	ut the Legal	Representa	tive					
First Name								
Last Name								
LSUC #	Company Nam	e (if applicable)						
Mailing Address								
Unit/Apt./Suite	Municipa	ity (City, Town, e	tc.)				Prov.	Postal Code
Day Phone Number		Evening F	hone Number			Fax Nu	mber	
()	-	(	)	-		(	)	-
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).

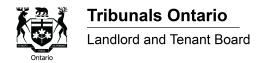
## Important Information from the Landlord and Tenant Board

- 1. You can ask the Board to provide French-language services at your hearing. If you are the applicant, you can fill out the *Request for French-Language Services or Request for Accommodation* form included at the end of this application. If you are the respondent, the *Request for French-Language Services or Request for Accommodation* form is available at Board offices and on the Board's website at tribunalsontario.ca/ltb.
- 2. You can ask the Board to make special arrangements (called a Request for Accommodation) under the Ontario *Human Rights Code* to help you participate in the hearing. For example, you can ask the Board to make arrangements to provide a sign-language interpreter. You can make a request for accommodation under the *Code* by telephone, fax or mail. If you are the applicant, you can fill out the *Request for French-Language Services or Request for Accommodation* form included at the end of this application. If you are the respondent, the *Request for French-Language Services or Request for French-Language Services or Request for French-Language Services or Request for Accommodation* form is available at Board offices and on the Board's website at tribunalsontario.ca/ltb.
- 3. Once the landlord files this application with the Board, a Board mediator will call both the landlord and the tenant about resolving the application by a mediated agreement. The Board may dismiss the application if the landlord refuses to try mediation to resolve the application.

If the landlord and tenant do not resolve the application by mediation, the Board will hold a hearing.

- 4. If the tenant requires a higher level of care, the Board will not issue an order to transfer the tenant unless it is satisfied that:
  - the tenant's care needs cannot be met by care services provided by both the care home and community service providers, and
  - other appropriate accommodation is available for the tenant.
- 5. It is an offence under the *Residential Tenancies Act, 2006* to file false or misleading information with the Landlord and Tenant Board.
- 6. The Board has *Rules of Practice* that set out rules related to the application process and *Interpretation Guidelines* that explain how the Board might decide specific issues that could come up in an application. You can read the *Rules and Guidelines* on the Board's website at tribunalsontario.ca/ltb or you can buy a copy from a Board office.

OFFICE USE ON	NLY:	
Delivery Method:	In Person Mail Courier Email Service Ontario Cente	r MS 🗌 FL



Use this form to ask the Landlord and Tenant Board (LTB) to provide French-language services or to let the LTB know you need accommodation under the Ontario *Human Rights Code*.

#### Part 1: Request for French-Language Services

Check this box if you want the dispute resolution process (e.g. case conferences and hearings) to be conducted in French.

### Part 2: Request for Accommodation under the Ontario Human Rights Code

Check this box if you need accommodation under the Ontario *Human Rights Code* to participate in the dispute resolution process. The LTB will provide accommodation for *Code* related needs to help you throughout the application and hearing process in accordance with the Tribunals Ontario policy on accessibility and accommodation. You can get a copy of the policy at <u>tribunalsontario.ca</u>.

Please explain: What accommodation do you need?



## **Payment Method**

Select how you are paying the application fee:

Online Payment Receipt #:
Note: Receipt must be emailed with application to <u>LTBpayments@ontario.ca</u> .
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 <u>Credit Card Payment Form</u> and submit it with your application.