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 Form N13: *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 Form N12: *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 LTB at the same time as you file the application (**or $186 if you use the Tribunals Ontario Portal**). 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 with cash or debit card if you file by mail or courier. If you cannot afford the fee, you can submit a Fee Waiver Request.

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

Tribunals Ontario
Landlord and Tenant Board

Application to End a Tenancy and Evict a Tenant or Collect Money
Form L2
Disponible en français

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 Request for French Language Services form and email it to LTB@ontario.ca, or send the form by mail to the LTB. To see the list of all LTB office addresses, visit tribunalsontario.ca/ltb/contact/.

Accommodation

Accommodations are arrangements to allow everyone, regardless of their abilities, to participate fully in the LTB's process.

If you require accommodation, complete the Accommodation Request form and email it to LTB@ontario.ca, or send the form by mail to the LTB. To see the list of all LTB office addresses, visit tribunalsontario.ca/ltb/contact/.

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

Part 1: General Information

Address of the Rental Unit Covered by This Application

Street Number:	Street Name:	Unit/Apt./Suite:

Municipality (City, Town, etc.):	Province:	Postal Code:
	ON	

OFFICE USE ONLY:

File Number:

Delivery Method:

◯ In Person ◯ Mail ◯ Courier ◯ Email ◯ Service Ontario Center FL:

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Landlord's Name and Address

If there is more than 1 landlord, complete a *Schedule of Parties* form and file it with this application.

First Name:	Last Name:

Company Name (if applicable):

Email Address:	Phone Number:

Mailing Address

Street Number:	Street Name:	Unit/Apt./Suite:

Municipality (City, Town, etc.):	Province:	Postal Code:

What is the best way to communicate with you? ◯ Mail ◯ Email *

* If you check Email, you consent to receive documents and correspondence from the Landlord and Tenant Board by email. Providing consent to email means that the LTB will communicate and send documents by email to all of the applicants. Do not check the Email box if there are multiple applicants and some want to receive documents by regular mail instead of email.

Tenant Names and Address

If there are more than 2 tenants, complete a *Schedule of Parties* form and file it with this application.

Tenant 1 First Name:	Tenant 1 Last Name:

Tenant 1 Email Address:	Tenant 1 Phone Number:

Tenant 2 First Name:	Tenant 2 Last Name:

Tenant 2 Email Address:	Tenant 2 Phone Number:

Mailing Address (if it is different from the address of the rental unit)

Street Number:	Street Name:	Unit/Apt./Suite:

Municipality (City, Town, etc.):	Province:	Postal Code:

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.

◯ Yes ◯ No If you answer no, you cannot file this application unless you are applying for Reason 2.

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 **N5**: *Notice to End your Tenancy for Interfering with Others, Damage or Overcrowding*
- ☐ Notice **N6**: *Notice to End your Tenancy for Illegal Acts or Misrepresenting Income in a Rent-Geared-to-Income Rental Unit*
- ☐ Notice **N7**: *Notice to End your Tenancy for Causing Serious Problems in the Rental Unit or Residential Complex*
- ☐ Notice **N8**: *Notice to End your Tenancy at the End of the Term*
- ☐ 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 additional sheets, if necessary.)

◯ **Reason 3:** The tenant occupies a superintendent's unit and their employment as superintendent ended.

The tenant's employment ended on: _____ (dd/mm/yyyy)

Part 3: Applying to Collect Money the Tenant May Owe You

Shade the box(es) completely next to the reason(s) for which you believe the tenant owes you money. Provide the additional information depending on your reason for applying. Also, provide information about the tenant's rent and the rent deposit to help the LTB determine how much the tenant may owe you.

Note: you cannot use this application to collect money for rent arrears the tenant may owe you.

☐ **Reason 1:** The tenant must pay for each day they stay in the rental unit after the termination date in the notice of termination.

If you are applying for Reason 1, you may also apply for the following charges:

☐ **Reason 2:** The tenant must pay the bank charges and related administration charges for NSF cheques the tenant gave me.

Note: the maximum administration charge you can claim for each cheque is $20.00.

The total amount the tenant owes for NSF cheques is: $ _____

I have calculated the amount the tenant owes me for NSF cheques as 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 $
				Total NSF Related Charges Owing:	$

(Attach additional sheets, if necessary.)

Information about the tenant's rent and rent deposit

You must provide the following information to help the LTB determine the amount of money the tenant may owe you.

The current rent is: $ _____

The amount of rent currently on deposit: $ _____

The date the rent deposit was collected: _____ *(dd/mm/yyyy)*

The last rental period for which the tenant was paid interest on the rent deposit: _____ *(dd/mm/yyyy)* to _____ *(dd/mm/yyyy)*

☐ **Reason 3:** The tenant did not pay utility costs (utilities means heat, electricity and water) that they were required to pay under the terms of the tenancy agreement while they were living in the rental unit.

The total reasonable out-of-pocket expenses I have incurred or will incur as a result of the tenant's failure to pay utility costs are: $ _____

I have calculated the amount the tenant owes me for utility costs as follows:

Date of Utility Bill (dd/mm/yyyy)	Period Covered by Utility Bill From (dd/mm/yyyy)	To (dd/mm/yyyy)	Total Bill Amount $	Amount Paid by Tenant $	Amount Owing by Tenant $
Name of Utility Provider 1:					
Name of Utility Provider 2:					
Name of Utility Provider 3:					
				Total:	$

(Attach additional sheets, if necessary.)

Provide copies of the bills to the tenant and the LTB before the hearing. See the Notice of Hearing or LTB Rule of Procedure 19 for the deadline to disclose evidence.

Add any necessary additional information about each utility expense you are claiming.

(Attach additional sheets, if necessary.)

☐ **Reason 4:** The tenant or someone else visiting or living in the rental unit willfully or negligently caused damage to the rental unit or residential complex. The tenant must pay the reasonable costs necessary to repair or replace the damaged property.

The reasonable costs I have incurred or will incur to repair or replace the damaged property is: $ _____

Please explain: What were the damages to the property? How did you calculate the costs you are claiming to repair or replace the damaged property?

☐ **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 damage to the rental unit or residential complex or did not pay utility bills.

The reasonable costs I have incurred are: $ _____

Please explain: How did the tenant or someone else visiting or living in the rental unit substantially interfere with your reasonable enjoyment or lawful right, privilege or interest? Provide details about your expenses and how they are connected to this conduct.

☐ **Reason 6:** The tenant lives in a rent-geared-to-income rental unit and has misrepresented their income or that of family members living in the rental unit. The tenant must pay the additional amount they would have been required to pay had they not misrepresented their income.

The tenant must pay me: $ _____

Please explain: How did you calculate the additional amount you are claiming the tenant owes?

Part 4: Total Amount Owing

Total NSF charges owing: (from Part 3, Reason 2)	$ _____
Total utility costs owing: (from Part 3, Reason 3)	$ _____
Total costs for damages owing: (from Part 3, Reason 4)	$ _____
Total costs relating to substantial interference owing: (from Part 3, Reason 5)	$ _____
Total costs for misrepresentation of income: (from Part 3, Reason 6)	$ _____
Application Fee:	$ _____
Total:	**$** _____

Part 5: Signature

Landlord / Representative's Signature

Signature	Date *(dd/mm/yyyy)*

Who has signed the application? Shade the circle next to your answer.

◯ Landlord ◯ Legal Representative

Information About the Legal Representative

First Name:	Last Name:

Law Society Number:	Company Name (if applicable):

Email Address (The LTB will use this email address to communicate with you):

Day Phone Number:	Evening Phone Number:

Mailing Address

Street Number:	Street Name:	Unit/Apt./Suite:

Municipality (City, Town, etc.):	Province:	Postal Code:

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 Access to Records Policy 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 LTB@ontario.ca 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 circle below completely to indicate whether you have obtained the permits.

Have you obtained the necessary building permits to do the work? ◯ Yes ◯ No

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.

You must answer the questions below about compensation.

Check one below:

◯ I gave the tenant compensation on or before the termination date on the N13 Notice.

◯ 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 compensation. I understand 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.

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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)

(Attach additional 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 has a right of first refusal. This means that, when the repairs or renovations are completed, the tenant may reoccupy the rental unit. The rent cannot be increased more than what the landlord could have lawfully charged if there was no interruption in the tenancy.

Before vacating the rental unit, the tenant must let the landlord know in writing that they want to reoccupy the rental unit when the repairs or renovations are completed, and must inform the landlord of any change in their address.

If on or after September 21, 2026, the tenant gives the landlord a notice that they want to reoccupy the unit, the landlord must immediately:

- notify the tenant in writing of the estimated date by which the rental unit is expected to be ready for occupancy following the repairs or renovations,
- notify the tenant in writing of any changes to the estimated date of occupancy, **and**
- notify the tenant in writing once the rental unit is ready for occupancy.

The landlord must give the tenant 60 days to reoccupy the rental unit after it is ready for occupancy.

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

If Reason 1 selected:

In most cases the LTB will not issue an order ending the tenancy and evicting the tenant for Landlord's own use (Reason 1) unless you have paid the tenant one month's rent or offered another rental unit that is acceptable to them. The compensation must be paid by the termination date on the N12 Notice.

You **do not** need to pay compensation or offer another rental unit to the tenant if:

- the termination date is at least 120 days after you gave the notice to the tenant, **and**
- you gave the notice to the tenant on or after September 21, 2026.

You must answer the questions below about compensation.

Check one option:

- ◯ I gave the compensation on or before the termination date on the N12 Notice.
- ◯ I offered the tenant another rental unit and the tenant accepted it.
- ◯ I will give the tenant compensation. I understand this must be paid no later than the termination date in the N12 Notice.
- ◯ I am not required to compensate the tenant. I gave the tenant the N12 Notice on or after September 21, 2026, the notice is for Landlord's own use (Reason 1), and the termination date on the N12 is at least 120 days after I gave the notice to the tenant.

If Reason 2 selected:

The LTB will not issue an order ending the tenancy and evicting the tenant based on a notice of termination for Purchaser's own use (Reason 2) unless you have compensated the tenant in an amount equal to one month's rent or offered another rental unit that is acceptable to them. The compensation must be paid by the termination date on the N12 Notice. See the instructions for more information.

You must answer the questions below about compensation.

Check one option:

- ◯ I gave the tenant compensation on or before the date of termination on the N12 Notice.
- ◯ I offered the tenant another rental unit and the tenant accepted it.
- ◯ I will give the tenant compensation. I understand this must be paid no later than the termination date on the N12 Notice.

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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.

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)

(Attach additional 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.

Payment Information Form

Disponible en français

Payment Method

Select 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.

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