

BECAUSE:

You have failed to pay rent
in the amount of \$
That was due on:
day month year

You have failed to pay utilities
in the amount of \$ following
written demand on:
day month year

Tenant: You may be EVICTED if you do not respond to this Notice.

You have five (5) days to pay the rent and utilities (if applicable) to the landlord
or file an Application for Dispute Resolution with the Residential Tenancy Branch.

This notice applies to a manufactured home site, *Manufactured Home Park Tenancy Act*, section 39.

This notice applies to a rental unit, *Residential Tenancy Act*, section 46.

TO the TENANT(s) (full names are required)

If additional space is required to list all parties, use and attach "Schedule of Parties," form #RTB-26.

last name

first and middle name(s)

last name

first and middle name(s)

Tenant Address (address for service of documents or notices--where material will be given personally, left, faxed or mailed)

unit/site #

street # and street name

city

province

postal code

daytime phone

other phone

fax number for document service

FROM the LANDLORD (if entry is a business name, use 'last name' field box to enter the full legal business name)

If additional space is required to list all parties, use and attach "Schedule of Parties," form #RTB-26.

last name or full legal business name

first and middle name(s)

Landlord Address (address for service of documents or notices--where material will be given personally, left for, faxed or mailed)

unit/site #

street # and street name

city

province

postal code

daytime phone

other phone

fax number for document service

NOTICE: I am hereby giving you 10 days notice to move out of the rental unit or manufactured home site located at:

unit/site #

street # and street name

city

B.C.
province

postal code

By: (date when tenant must move out or vacate the site)

day month year

Notice served: In person On the door By registered mail

Landlord's or Agent's Signature: _____

Landlord's or Agent's Name (please print or type)

Date:

day month year

This is page 1 of a 2-page notice.

The landlord must sign page one of this notice and must give the tenant pages 1 & 2.

If within 5 days you do not pay the rent and utilities (if applicable) or make an application for dispute resolution, the landlord can apply for an order of possession through the Direct Request process.

The Direct Request process is completed without either party attending a hearing. Instead:

- The landlord makes an application for an order of possession and submits:
 - A copy of the *Application for Dispute Resolution by Direct Request* (form RTB-12LDR)
 - A copy of this notice (form RTB-30)
 - A copy of the *Proof of Service Notice to End Tenancy* document (form RTB-34)
 - A copy of the tenancy agreement (including the addendum if there is one)
 - When payment for utilities is required, a copy of the written demand informing the tenant of the amount and due date, a copy of related utility bills, and proof of service of the written demand for utilities
 - A copy of all Notices of Rent Increase since the tenancy began, if rent has increased
- The landlord will receive a proceeding package which must be served on the tenant within three days.
- The landlord sends the proof of service of the package to the Residential Tenancy Branch.
- An arbitrator will review all documentation and will make a decision.
- The decision is final and binding on both parties.
- Fraud is the *only* reason that will be considered for a review of the decision.

The 10 Day Notice to End Tenancy for Unpaid Rent or Utilities can be Served:

- Any day after the rent was due, for unpaid rent.
- 30 days after the tenant was given a written demand to pay the arrears, for unpaid utilities.

The Notice is Deemed Received by the Tenant:

- The day the landlord gives the notice to the tenant in person, or to an adult (19 years or older) who appears to live with the tenant; or,
- Three (3) days after the landlord either leaves the notice in the mailbox or in mail slot; posts it on the door or a noticeable place at the address where the tenant lives; or, faxes it to a number provided by the tenant; or,
- Five (5) days after the landlord sends the notice by registered mail to the address where the tenant lives.

Disputing the Notice

- The tenant can make an application for dispute resolution within 5 (five) days after receiving the *10 Day Notice to End Tenancy* (form RTB-30).
- If the tenant disputes the notice, a hearing will be held. Both parties will have an opportunity to participate.
- At the hearing, the landlord may ask for and receive an order of possession if the *10 Day Notice to End Tenancy* (form RTB-30) is upheld by the arbitrator.

Tenants may dispute the notice for specific reasons such as:

- they have proof the rent was paid; or,
- they have an order from an arbitrator giving them permission to keep all or part of the rent; or,
- They held part or all of the rent with prior notice to the landlord, for the cost of emergency repairs.

Important Facts

- The tenant is not entitled to withhold rent unless ordered by an arbitrator.
- The tenant who accepts the notice must move out by the date set out on page 1 of this notice or sooner.
- An error in this notice or an incorrect move-out date does not necessarily make the notice invalid.

For More Information

- Refer to *A Guide for Landlords and Tenants in British Columbia* available on the RTB website and offices.
- Visit the Residential Tenancy Branch office at 400 - 5021 Kingsway, Burnaby BC

This is page 2 of a 2-page notice.

The landlord must sign page one of this notice and must give the tenant pages 1 & 2.

FOR MORE INFORMATION

RTB website: www.gov.bc.ca/landlordtenant

Public Information Lines 1-800-665-8779 (toll-free) Greater Vancouver 604-660-1020

Victoria 250-387-1602