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To: (Tenant's name)	**From:** (Landlord's name)
Kelly Cleverdon	Barry Friedman

This is a legal notice that could lead to you being evicted from your home.

Address of the Rental Unit

Street Number | Street Name

| 1 | 0 | 3 | 7 | | | O | A | K | | L | A | N | E | | S | O | U | T | H | | | | | | | | | | | | | |

Street Type (e.g. Street, Avenue, Road) | Direction (e.g. East) | Unit/Apt./Suite

| L | A | N | E | | | | | | | | S | O | U | T | H | | | | | | | | | | | | | | | | | |

Municipality (city, town, etc.) | Province | Postal Code

| S | H | A | R | B | O | T | | L | A | K | E | | | | | | | | O | N | | | K | 0 | H | | 2 | P | 0 |

This information is from your landlord:

I am giving you this notice because I believe you owe me $ | | |,| 5 | 0 | 0 |.| 0 | 0 | **in rent.**

See the table on the next page for the details about how I calculated this amount.

I can apply to the Landlord and Tenant Board to have you evicted if you do not:

- **pay this amount* by** | 3 | 0 | / | 0 | 4 | / | 2 | 0 | 1 | 2 | This date is called the **termination date**.
  dd / mm / yyyy

or

- **move out by the termination date**

* If another rent payment comes due on or before the date you make the above payment to your landlord, you must also pay this extra amount.

WHAT YOU NEED TO KNOW

The following information is provided by the Landlord and Tenant Board

The termination date

The date that the landlord gives you in this notice to pay or move out must be at least:
- 14 days after the landlord gives you the notice, if you rent by the month or year, or
- 7 days after the landlord gives you the notice, if you rent by the day or week.

What if you agree with the notice

If you agree that you owe the amount that the landlord is claiming, you should pay this amount by the termination date in this notice. If you do so, this notice becomes void and the landlord cannot apply to the Board to evict you. If you do not pay the amount owing, and the landlord applies to the Board to evict you, you will likely have to pay the landlord's filing fee of $170.00, plus what you owe.

If you move out by the date in this notice, your tenancy will end on the termination date. However, you may still owe money to your landlord. Your landlord will not be able to apply to the Board but they may still take you to Court for this money.

What if you disagree with the notice

If you disagree with what the landlord has put in this notice, you do not have to move out. You could talk to your landlord. You may also want to get legal advice. If you cannot work things out, and the landlord applies to the Board, you will be able to go to a hearing and explain why you disagree.

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How you will know if the landlord applies to the Board	The earliest date that the landlord can apply to the Board is the day after the termination date in this notice. If the landlord does apply, the Board will schedule a hearing and send you a letter. The landlord must also give you a copy of the Notice of Hearing and the application.	

What you can do if the landlord applies to the Board

- Get legal advice immediately; you may be eligible for legal aid services.
- Talk to your landlord about working out a payment plan.
- Go to the hearing where you can respond to your landlord's claims; in most cases, before the hearing starts you can also talk to a Board mediator about mediating a payment plan.

How to get more information

For more information about this notice or about your rights, you can contact the Landlord and Tenant Board. You can reach the Board by phone at **416-645-8080** or toll-free at **1-888-332-3234**. You can also visit the Board's website at **www.LTB.gov.on.ca**.

This table is completed by the landlord to show how they calculated the total amount of rent claimed on page 1:

Rent Period From: (dd/mm/yyyy)	Rent Period To: (dd/mm/yyyy)	Rent Charged $	Rent Paid $	Rent Owing $
01/01/2012	31/01/2012	,900.00	,500.00	,400.00
01/04/2012	30/04/2012	,900.00	,800.00	,100.00
/ /	/ /	, .	, .	, .

Total Rent Owing $,500.00

Signature ☒ Landlord ☐ Agent

Signature	Date (dd/mm/yyyy)
Barry Friedman *Barry Friedman*	10/04/2012

First Name
| B | A | R | R | Y | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Last Name
| F | R | I | E | D | M | A | N | | | | | | | | | | | | | | | | | | | | | | | | | |

Company Name (if applicable)

Mailing Address
| 4 | 8 | 0 | | T | W | E | E | D | S | M | U | I | R | | A | V | E | . | | | | |

Unit/Apt./Suite

Municipality (city, town, etc.)
| O | T | T | A | W | A |

Province
| O | N |

Postal Code
| K | 1 | Z | 5 | N | 9 |

Phone Number (6 1 3) 7 2 5 3 1 9 8

Fax Number ( )

E-mail Address
| b | f | r | i | e | d | m | a | n | @ | e | m | a | x | . | c | a |

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