

**FORM DIRECTIONS:** If you are accessing this agreement from the B.C. Government Web site, it can be filled out at the computer workstation. It can also be printed and completed by hand. If completing sections by hand, please *print clearly, using dark ink*. If you are completing this form at a computer, simply type in your response in the boxes. If you cannot complete all the sections at the computer right away, you can print off what you have completed, and fill in the remaining fields by hand. It's important to note that you **cannot save** the completed form to your computer, therefore, after you complete the form, make sure you review the form for accuracy and print the number of copies you require **before** you leave the document or shut down the program/computer.

## TO THE TENANT(S):

Full Name(s):

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last name

first name

middle name(s)

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last name

first name

middle name(s)

Rental Unit or Manufactured Home Site Address:

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site/unit number

street number

street name

city

province

postal code

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

I,

last name

first name

middle name(s)

hereby give you, the above-named tenant(s), 30 days notice that as of:

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day

month

year

the service or facility described as:

will be terminated/restricted as follows:

As a result of the termination/restriction, your rent will be reduced by:

\$ 



 weekly  monthly  other:

Effective

day

month

year

your new rent will be \$ 



 weekly  monthly  other:

Signature of Landlord: \_\_\_\_\_ Date: \_\_\_\_\_

**TENANT(S): SEE IMPORTANT INFORMATION ON PAGE 2 OF THIS FORM**

**FOR MORE INFORMATION . . . visit our Web site: [www.rto.gov.bc.ca](http://www.rto.gov.bc.ca)**

## Notice Terminating or Restricting a Service or Facility IMPORTANT INFORMATION FOR TENANT

The Residential Tenancy Act and the Manufactured Home Park Tenancy Act permit a landlord to terminate or restrict a service or facility unless it is essential to the use of a rental unit as living accommodation or a manufactured home site as a site for a manufactured home, or providing the service or facility is a material term of the tenancy agreement. The landlord must reduce the tenant's rent by an amount equivalent to the value of the reduction in the service or facility.

A service or facility is not essential if the tenant can obtain it, or a reasonable substitute, from an alternative source. If you believe that this service or facility is essential, or a material term of your tenancy, or that the reduction in rent shown on this form is not equivalent to its value, please discuss your concerns with your landlord. **Do not withhold any or all of your rent.** If you are unable to reach agreement with your landlord, you can apply at any Residential Tenancy Branch or Government Agent for a dispute resolution officer's order restoring the service or facility, reducing your rent by an appropriate amount, or for a monetary order for the lost value of the service or facility.