

# 10 DAY NOTICE TO END TENANCY FOR UNPAID RENT or UTILITIES

*Residential Tenancy Act, s. 46  
Manufactured Home Park Tenancy Act, s. 39*

Form #RTB – 30

**TENANT: YOU MAY BE EVICTED IF YOU DO NOT RESPOND TO THIS NOTICE.**

<b>Landlord: place an "x" in the appropriate box:</b>	<input type="checkbox"/>	Manufactured home site, <i>Manufactured Home Park Tenancy Act</i>
	<input type="checkbox"/>	Rental unit, <i>Residential Tenancy Act</i>

To the TENANT(S) (full names are required)				
Last name	First and middle names			
Last name	First and middle names			
Service Address (address where documents will be given personally, left for, faxed, or mailed to the tenant for service)				
Unit/site #	Street # and street name	City	Province	Postal Code
Daytime phone number	Other phone number		Fax number for service of documents	

From the LANDLORD (if the landlord is a business name, enter the full legal business name in the "last name" box)				
Last name	First and middle names			
Service Address (address where documents can be given personally, left for, faxed, or mailed to the landlord for service)				
Unit/site #	Street # and street name	City	Province	Postal Code
Daytime phone number	Other phone number		Fax number for service of documents	

## NOTICE TO END TENANCY

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

			BC	
Unit/site #	Street # and street name	City	Province	Postal Code
<b>by</b> (date when tenant must move out of the rental unit or vacate the site)				
			Landlord's or Agent's signature	
date	month	year	Print name	
			Date	

*This is page 1 of a 2-page Notice. The landlord must sign this Notice and the tenant must receive page 1 and page 2.*

**Office of Housing and Construction Standards**

Residential Tenancy Branch  
 Lower Mainland: 604-660-1020 Victoria: 387-1602 Elsewhere in BC: 1-800-665-8779  
 Website: [www.rto.gov.bc.ca](http://www.rto.gov.bc.ca)

#RTB – 30 (2007/06)



### REASONS FOR THIS 10 DAY NOTICE TO END THE TENANCY

You have failed to pay rent

in the amount of \$ (arrears)

that was due on

date	month	year

You have failed to pay utilities

in the amount of \$ (arrears) after receiving

written demand on

date	month	year

This Notice will be automatically cancelled if the landlord receives \$ within 5 days after you are assumed to have received this Notice. Be sure to get a receipt. If the landlord does not receive the total arrears within the 5 days, you must move out of the rental unit or vacate the manufactured home site by the date specified on page 1 of this Notice. You have 5 days after you are assumed to have received this Notice to file an Application for Dispute Resolution at the Residential Tenancy Branch. A Dispute Resolution Officer may extend your time to file an Application, but only if he or she accepts your proof that you had a serious and compelling reason for not filing the Application on time.

### WHEN THE TENANT WILL BE ASSUMED TO HAVE RECEIVED THIS NOTICE

- The date when the landlord gives this Notice to the tenant in person, or
- The date when the landlord leaves this Notice with an adult (19 years or older) who apparently lives with the tenant, or
- 3 days after the landlord leaves this Notice in the mailbox or mail slot for the address where the tenant lives, or
- 3 days after the landlord faxes this Notice to a fax number provided by the tenant, or
- 3 days after the landlord attaches a copy of this Notice to the door or other noticeable place at the address where the tenant lives, or
- 5 days after the landlord mails this Notice (by registered or regular mail) to the tenant at the address where the tenant lives.

### INFORMATION FOR TENANTS WHO RECEIVE THIS NOTICE TO END TENANCY

- You are not entitled to withhold your rent unless you have a Dispute Resolution Officer's order to withhold rent.
- If you do not file an Application for Dispute Resolution within 5 days, you are presumed to accept that the tenancy is ending and must move out of the rental unit or vacate the manufactured home site by the date set out on page 1 of this Notice (or you can move out sooner). If you do not file the Application, move or vacate, your landlord can apply for an Order of Possession that is enforceable through the court.
- If you accept this Notice and move out on the date specified, your landlord can still claim the unpaid rent or utilities and other money for damage caused by you, your roommates, guests, and sub-tenants.

### INFORMATION FOR LANDLORDS SERVING THIS NOTICE TO END TENANCY

- For unpaid rent, this Notice can be given on any day after the rent was due. For example, a Notice given in-person on the 2<sup>nd</sup> day of the month can take effect on the 12<sup>th</sup>.
- For unpaid utilities, this Notice can be given 30 days after the tenant was given a written demand to pay the arrears.
- If an incorrect effective date is on this Notice, the Notice will be considered to take effect on the 10<sup>th</sup> day from the date it is assumed to have been received by the tenant.
- Take steps to confirm that the tenant actually receives this Notice when it is assumed to be received. A Dispute Resolution Officer may cancel this Notice if the tenant can prove that he/she did not receive this Notice due to circumstances beyond his/her control.
- If the tenant fails to move out or vacate, or if you believe the tenant does not intend to move out or vacate and the tenant's deadline to dispute this Notice has expired, you can apply to the Residential Tenancy Branch for an Order of Possession.
- If the tenant applies to dispute this Notice, you can attend the tenant's hearing and verbally ask for an Order of Possession.

### INFORMATION FOR BOTH LANDLORDS AND TENANTS

- Keep copies of all Notices to End Tenancy and record each date and how the Notice was given or received.
- An error in this Notice or an incorrect move-out date on this Notice does not make it invalid. A Dispute Resolution Officer can order that the tenancy ends on a date other than the date specified in the Notice.
- It is against the law for a landlord to (1) physically evict a tenant without a Writ of Possession, or (2) change the locks without a Dispute Resolution Officer's order to do so, or (3) seize a tenant's personal property without a court order.
- More information is available online: [www.rto.gov.bc.ca](http://www.rto.gov.bc.ca)  
Or by telephoning: Lower Mainland 604-660-1020 Victoria 387-1602 Elsewhere in B.C. 1-800-665-8779

***This is page 2 of a 2-page Notice. The landlord must sign this Notice and the tenant must receive page 1 and page 2.***