



Name of Tenant	Email Address
Name of Landlord	Email Address
Address of Rental Unit	

The landlord and tenant agree to receive the following notices and documents by email at the email addresses shown above:

- ☐ Notice of Rent Increase
- ☐ Landlord Notice of Entry
- ☐ Documents or submissions related to an RTA application, except a notice of hearing, copy of the application, motion or request for review

Note: Refer to the *Residential Tenancies Act, 2006* and the Landlord and Tenant Board's Rules of Procedure (Rule 3) for how to serve a notice of hearing or a copy of an application, motion or request for review. This information can be found on the LTB website at tribunalsontario.ca/ltb.

- ☐ Communication regarding issues related to the tenancy

Important Information from the Landlord and Tenant Board

1. Consent to service by email must be in writing, although parties do not have to use this form.
2. Consent to service by email may be revoked at any time by giving notice in writing to the other person.
3. When serving a document by email, the name and telephone number of a person to contact must be included.
4. Make sure to keep a copy of this form for your records.
5. If you have any questions you can contact the Landlord and Tenant Board. You can reach the LTB by phone at **416-645-8080** or **1-888-332-3234**. You can visit the LTB website at tribunalsontario.ca/ltb.

Signature of Tenant	
First Name	Last Name
Signature	Date (dd/mm/yyyy)
Signature of Landlord	
First Name	Last Name
Signature	Date (dd/mm/yyyy)