

## Certificate of Service – Serving a Former Tenant or a Tenant no Longer in Possession of the Rental Unit

(Disponible en français)

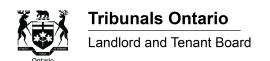
## File Number

Address of Rental Unit:						
Unit /Apt. /Suite:	Street Address:					
Municipality (City, Town, etc):			Postal Code:			
I,	, certify that	at on	1	1 ,		
I gave a copy of the followi	ng document(s):		(dd/r	mm/yyyy)		
L10 Application	Notice of Hea	ring				
Other						
	(insert name of document)					
to the following person(s):						
The (former) Tenant						
Other						
	(insert the name of the person you gave th		•			
	nant, who is a party to the same application, on attach a list of names and addresses of the pec			in the same way.		
By the following method of	service:					
handing the document(s)	to the former tenant(s).					
handing the document(s) to an adult person at the former tenant(s) current residence, at:						
sending the document(s) by mail to the former tenant(s) current residence, at:						
sending the document(s) by courier to the former tenant(s) current residence, at:						
leaving the document(s) in the mailbox, or place where mail is ordinarily delivered at the former tenant(s) current residence, at:						
placing the document(s) residence, at:	under the door or through a mail slot in the doo	or of the fo	rmer tenaı	nt(s) current		
by email at:						
You may use email if:  1. during the tenancy the	former tenant(s) agreed in writing to receive d	ocuments	by email;	and		

2. you can prove the former tenant(s) received the document(s).

If you are unable to use one of the above methods to serve the former tenant, submit a *Request to use Alternative Service Method* to the Landlord and Tenant Board at least 40 days before the scheduled hearing.

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## Notes:

**Signature** 

- 1. Do not use this form if the tenant is still living in the rental unit.
- 2. You must give each former tenant a copy of the L10 Application and the Notice of Hearing at least 30 days before the hearing.
- 3. You must complete this form and give it to the Landlord and Tenant Board at least 20 days before the hearing. If you do not your hearing may be canceled, and your application closed.
- 4. At the hearing you may be asked about how you determined the former tenant's current residence.
- 5. It is an offence under the *Residential Tenancies Act, 2006* to file false or misleading information with the Landlord and Tenant Board.

Landlord Representative	Other		
First Name	Last Name		Phone Number
Signature (the person who served the documen	nts must sign the form)	Date (dd/mm/yy	yyy)
The Landlord and Tenant Board has the right to colle resolve your application under section 185 of the Res form, all information related to the proceeding may be order or other document, in accordance with Tribunal Tribunal Adjudicative Records Act, 2019. Parties war must seek a confidentiality order from the adjudicator orders or access to records, please contact us by em 416-645-8080 or 1-888-332-3234 (toll free).	sidential Tenancies Act, 2006. After y ecome publicly available in a tribunal ls Ontario's Access to Records Policy nting records or information to remain r. If you have questions about confide	ou file the decision, and the confidential ntiality	
OFFICE USE ONLY:			
Delivery Method: In Person Mail	Courier Email e-F	ile Fax	MS FL
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