To: (Tenant's name)	**From:** (Landlord's name)

Address of the Rental Unit:

You have agreed to start paying for the electricity costs for your rental unit. Your consent was given on the *Tenant Agreement to Pay Directly for Electricity Costs* form.

Reason for this Notice:

I am giving you this notice to let you know that starting __ / __ / _____ :

dd/mm/yyyy

- You will be responsible for paying the electricity costs for your rental unit.
- I will no longer be responsible for providing electricity to your unit. Electricity will be supplied by a "suite meter provider" and you will receive the bills directly from them.
- The rent for your unit will be reduced by $ _____ . _____ per

  ○ month   ○ week   ○ other (specify) _____ .

This means that on the date shown above, your rent will be $ _____ . _____

per ○ month   ○ week   ○ other (specify) _____ .

Important Information:

1. This notice can only be given if the tenant has already agreed, in writing, to start paying for their own electricity costs for their rental unit.

2. This notice must be given at least 30 days before the tenant will be responsible for paying their own electricity costs and the tenant's rent reduced.

3. The tenant's rent must be reduced by the same amount that was set out in the *Tenant Agreement to Pay Directly for Electricity Costs* form.

4. The rent reduction must take effect on the day the landlord's obligation to provide electricity is terminated.

5. 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 tribunalsontario.ca/ltb.

Signature ◯ Landlord   ◯ Representative

Name of Person Signing	Phone Number
Signature	Date

Representative Information (if applicable)

Name		LSUC #	Company Name (if applicable)	
Mailing Address				Phone Number
Municipality (City, Town, etc.)	Province	Postal Code	Fax Number	