



## Notice to Landlord

To: Greater Sudbury Housing Corporation

Name(s): \_\_\_\_\_

(Include all Tenants)

Address: \_\_\_\_\_

I am giving this notice because I want to move out of the rental unit.

The last day of my tenancy will be \_\_\_\_\_ This is the termination date.  
DD/MM/YYYY

I will move out of the rental unit on or before the termination date.

- a. The tenant gives the landlord permission to enter after the termination date.
- b. The Greater Sudbury Housing Corporation is not responsible for any and all articles left in said unit after the termination date.

It is the tenant's responsibility to return the premises in good condition. The Housing Corporation staff will conduct an inspection of the premises after the move out date and a charge back will be placed on your account for damages over and above normal wear and tear. Examples of items which we will charge for are: damages to drywall, woodwork and flooring; paint applied by the tenant using odd colours, or the removal of wallpaper; missing or broken fixtures; garbage left in the unit by the tenant on move-out; or broken doors.

- c. I/We hereby give the Landlord permission to enter early on \_\_\_\_\_  
DD/MM/YYYY so that the landlord can attempt to re-rent the unit as soon as possible. I understand that I will be responsible for the rent until the effective date of this Notice, or the date on which the unit is re-rented, whichever occurs first.

- d. You have entered into a "Joint and Several" tenancy agreement. Are all leaseholders signing this document?

Yes  No

In addition, the keys for the premises must be returned to our office within 48 hours of the move out. If the keys are not returned, an additional charge will be levied to replace the door locks.

\_\_\_\_\_  
\_\_\_\_\_

Tenant(s) Signature

\_\_\_\_\_  
Witness

Forwarding Address: \_\_\_\_\_ Phone: \_\_\_\_\_

I hereby advise the Greater Sudbury Housing Corporation that I am the true executor of the estate of \_\_\_\_\_ and take full responsibility in disposing of the  
Full Name of Tenant

above-mentioned obligations with no responsibility whatsoever places upon the Greater Sudbury Housing Corporation as to the disposal of all goods and furnishings of the above mentioned tenant.

\_\_\_\_\_  
Date: \_\_\_\_\_  
Executor of Estate or the said person so described by the tenant of the above address to whom he/she/they have signing authority.