



NOTICE TO END TENANCY
FOR USE WHEN EMPLOYMENT RELATIONSHIP HAS ENDED

Information of person receiving notice (tenant)		
Full name(s) as shown on the tenancy agreement		
Address		
Unit # (optional)	Street address	
City or town	Province or territory	Postal code
Phone	Email	
Rental unit address (if different from address provided above)		
Unit # (optional)	Street address	
City or town	Province or territory	Postal code

Information of person giving notice (landlord or landlord's agent)		
Full name(s) as shown on the tenancy agreement		
Address		
Unit # (optional)	Street address	
City or town	Province or territory	Postal code
Phone	Email	
Date tenancy ends (the tenant must vacate by 1pm on this date) YYYY - MM - DD		
Reason for tenancy ending		
The tenant occupies a rental unit that is provided by the employer for the term of employment and the employer has ended the tenant's employment.		
Signature of landlord (or landlord's agent)		YYYY - MM - DD Date

- This notice may be used by a landlord to end a periodic or fixed-term tenancy if the tenant occupies a rental unit that is rented or provided by an employer to an employee to occupy during the tenant's term of employment and the employer has given the tenant notice to end the tenant's employment.
- The notice required before the tenancy ends varies depending on the length of employment, as follows:

Period of continuous employment	Minimum notice period required
Less than one year	1 week
One year but less than three years	2 weeks
Three years but less than four years	3 weeks
Four years but less than five years	4 weeks
Five years but less than six years	5 weeks
Six years but less than seven years	6 weeks
Seven years but less than eight years	7 weeks
Eight years or more	8 weeks

- A landlord must serve this notice by delivering it to the tenant personally, sending it by registered mail, or by leaving it at the tenant's address **and** sending it by regular mail to the tenant's address. The landlord may serve the notice by email if they have the tenant's consent in writing.
- The notice is deemed received 5 days after it is mailed. Copies of the receipts showing when it was sent and received should be kept.
- Keep a copy of this notice as well as a record of when and how it was sent and received.
- **To dispute this notice**, the tenant must file an Application for Dispute Resolution at the Residential Tenancies Office **within 5 days of receiving it**.
- If the tenant who receives this notice does not dispute it within 5 days, they are conclusively presumed to have accepted it, and the tenancy will end on the date set out in this notice.
- An error or an incorrect move-out date does not necessarily invalidate this notice. If the move-out date does not comply with the *Residential Tenancies Act*, the effective date is the earliest date that complies.
- More information is available at Yukon.ca.

Personal information is collected, used, and disclosed under the authority of section 15(a) and (c) of the *Access to Information and Protection of Privacy Act* and the *Residential Tenancies Act*. Personal information will be used for the purposes of these acts and their regulations. For more information about the collection of this information, contact the Residential Tenancies Office by email at rto@yukon.ca, mail at P.O. Box 2703, Whitehorse, YT Y1A 2C6, or by phone at 867-667-5944.