



## 3-MONTH NOTICE TO END TENANCY FOR YEARLY TENANCY

|   |                 |
|---|-----------------|
| <b>Person receiving notice (landlord or tenant)</b>   |                 |
| Full name(s) as shown on the tenancy agreement  |                 |
| Service address (address where the landlord or tenant is to receive this notice)                              |                 |
| Rental unit address   |                 |
| <b>Person giving notice (landlord or tenant)</b>  |                 |
| Full name(s) as shown on the tenancy agreement  |                 |
| Service address of the person giving notice   |                 |
| Date tenancy ends (the tenant must be completely moved out no later than <b>1pm</b> on this date) YYYY/MM/DD: |                 |
| Signature of tenant or landlord (or landlord's agent)   | Date YYYY/MM/DD |

- This notice may be used by either a **tenant or a landlord** to end a **yearly tenancy**. This notice does not apply to weekly, monthly, or fixed term tenancies.
- To put this notice into effect, it must be received at least the **day before the rent is due** and at least **three months before the tenancy is to end**. For example, if a person wanted to end a yearly tenancy on September 30 and rent is due the first of the month, this notice would have to be received by the other party at least by June 30.
- A **tenant** must serve this notice on a **landlord** by either delivering it to the landlord personally or by mailing it to the landlord at their service address.
- A **landlord** must serve this notice on a **tenant** by delivering it to the tenant personally, sending it by registered mail, or by leaving it at the tenant's address **and** by sending it by regular mail to the tenant's address.
- This notice is deemed to have been received 5 days after it was mailed. If this notice is sent by registered mail, a copy of the receipts showing when it was sent and when it was received should be kept.
- Please keep a copy of this notice as well as a record of when and how it was sent and received.
- **To dispute this notice**, a person must file an Application for Dispute Resolution at the Residential Tenancies Office **within 10 days of receiving it**.
- If the person who receives this notice does not dispute it within 10 days, that person is conclusively presumed to have accepted it. In that case, the tenancy must end on the date set out in this notice – unless the landlord and tenant agree otherwise in writing.
- An error or an incorrect move-out date does not necessarily invalidate this notice. If the move-out date does not comply with the RLTA, the effective date is the earliest date that does comply.
- More information is available online at [Yukon.ca](http://Yukon.ca)

Personal information is collected, used, and disclosed under the authority of Section 29(a) and (c) of the *Access to Information and Protection of Privacy Act* and the *Residential Landlord and Tenant Act*. It will be used for the purposes of these acts and their regulations. For further information about the collection of this information, contact the Residential Tenancies Office, Community Services, Government of Yukon, by mail at P.O. Box 2703, Whitehorse, YT, Y1A 2C6, by phone at 867-667-5944, or by email at [rto@gov.yk.ca](mailto:rto@gov.yk.ca).