



12 Month Notice to End Tenancy for Conversion of Manufactured Home Park

#RTB – 31

Manufactured Home Park Tenancy Act, s. 42

Tenant: You may be EVICTED if you do not respond to this Notice.

TO the TENANT(s) (full names are required)

If additional space is required to list all parties, use and attach *Schedule of Parties* (form RTB-26).

first and middle name(s)

last name

first and middle name(s)

last name

Tenant Address (address for service of documents or notices--where material will be given personally, left, faxed or mailed)

unit/site #

street number and street name

city

province

postal code

daytime phone

other phone

fax number for document service

FROM the LANDLORD (if entry is a business name, use 'last name' field box to enter the full legal business name)

If additional space is required to list all parties, use and attach *Schedule of Parties* (form RTB-26).

first and middle name(s)

last name

Landlord Address (address for service of documents or notices--where material will be given personally, left, faxed or mailed)

unit/site #

street number and street name

city

province

postal code

daytime phone

other phone

fax number for document service

NOTICE TO END TENANCY: I, the landlord, am hereby giving you twelve months' notice to move out of the manufactured home site located at:

unit number

street number and street name

city

B.C.

province

postal code

By: (date when tenant must vacate the site)
day month year

Landlord or Agent
Signature: _____

Landlord or Agent
Name (print or type): _____

Date
signed:

day

month

year

Complete details below at time of service (not required on landlord's copy; failure to complete does not invalidate notice).

Notice served: In person On the door or in mail box or mail slot By mail By fax on:
 Other (e.g. director's order for substituted service): _____ day month year

Landlord should also complete *Proof of Service Notice to End Tenancy* (form RTB-34) as evidence of service.

This is page 1 of a 2-page Notice.

The landlord must sign page 1 of this Notice and must give the tenant pages 1 & 2.

FOR MORE INFORMATION

RTB website: www.gov.bc.ca/landlordtenant

Public Information Lines 1-800-665-8779 (toll-free) Greater Vancouver 604-660-1020

Victoria 250-387-1602

Residential Tenancy Branch

Office of Housing and Construction Standards

#RTB-31 (2016/12)

REASON FOR THIS 12-MONTH NOTICE TO END TENANCY

The landlord has all necessary permits and approvals required by law and intends in good faith, to convert all or a significant part of the manufactured home park to a non-residential use or a residential use other than a manufactured home park.

TENANT COMPENSATION

- A landlord who gives a tenant this Notice must pay the tenant, on or before the effective date of this Notice, an amount equal to 12 months' rent payable under the tenancy agreement.
- Following receipt of this Notice, a tenant who has a periodic tenancy may at any time give the landlord a minimum of 10 days notice to end the tenancy. Rent is payable only until the date the tenant permanently vacates the site. The landlord must still pay the 12-months rent as compensation.
- A tenant's notice to move in response to this Notice does not affect the tenant's right to compensation.
- If steps have not been taken to accomplish the stated conversion of the manufactured home park within a reasonable period after the effective date of this Notice, the landlord must pay the tenant an additional amount equal to 6 times the monthly rent that would have been payable under the tenancy agreement.

DEEMED RECEIPT PROVISIONS FOR LANDLORDS

- The Notice is received on the day it is given to the tenant in person, or to an adult (19 years or older) who appears to live with the tenant.
- If not personally served with this Notice, a tenant is considered to have received the Notice, unless there is evidence to the contrary, on the following:
 - 3 days after the landlord either leaves the Notice in the mailbox or in mail slot; posts it on the door or a noticeable place at the address where the tenant lives; or, faxes it to a number provided by the tenant; or,
 - 5 days after the landlord sends the Notice by registered or regular mail to the address where the tenant lives.

INFORMATION FOR TENANTS

- You have the right to dispute this Notice within 15 days after you receive it, by filing an Application for Dispute Resolution with the Residential Tenancy Branch or at a Service BC Office. An arbitrator may extend your time to file an Application, but only if he or she accepts your proof that you had a serious and compelling reason for not filing the Application on time.
- If you do not file an Application for Dispute Resolution within 15 days, you are presumed to accept that the tenancy is ending and you must vacate the manufactured home site on the date set out on page 1 of this Notice (you can move out sooner.) If you do not file the Application or vacate, your landlord can apply for an Order of Possession that is enforceable through the court.

Note: The date a person receives documents is what is used to calculate the time to respond; the deeming provisions do not give you extra time to respond.

INFORMATION FOR LANDLORDS

- Take steps to confirm that the tenant actually receives the Notice when it is assumed to be received. An arbitrator may set the Notice aside if the tenant can prove that they did not receive this Notice due to circumstances beyond their control.
- If the tenant fails to vacate the site, or if you believe the tenant does not intend to vacate the site and the deadline for the tenant to dispute this Notice has expired, you can file an Application for Dispute Resolution for an Order of Possession.
- If the tenant applies to dispute this Notice and an arbitrator dismisses the tenant's application or upholds this Notice, the arbitrator must grant an Order of Possession for the landlord.

INFORMATION FOR BOTH LANDLORDS AND TENANTS

- If the tenant disputes the Notice, a hearing will be held. Both parties will have an opportunity to participate.
- Keep copies of all Notices to End Tenancy and record each date and how the Notice was given or received.
- An error in this Notice or an incorrect move-out date on this Notice does not make it invalid. An arbitrator can order that the tenancy ends on a date other than the date specified in this Notice.
- It is against the law for a landlord to (1) physically evict a tenant without a Writ of Possession, or (2) seize a tenant's personal property without a court order.

This is page 2 of a 2-page Notice.

The landlord must sign page one of this Notice and must give the tenant pages 1 & 2.