

NOTE: By signing and giving a copy of this form to the other party(s), you understand and agree:

- You can be given or served documents related to your tenancy at the email address you provide.
 - You are aware that, depending on the type of document you are given or served, there may be legislated time frames within which you must act upon receiving a document. You should only agree to using email for service if you are able to monitor your email address on a regular basis.
 - You must give the other party a copy of this form as soon as possible, and if your email address changes or you no longer want to be given or served documents at the email address you provided for that purpose, you must notify the other party, in writing, as soon as possible. Failure to do so may result in important documents not coming to your attention.
- This form does not have to be filed with the Residential Tenancy Branch. If you have any questions about your rights and responsibilities under the Residential Tenancy Act or the Manufactured Home Park Tenancy Act, contact the Residential Tenancy Branch by using the contact information at the bottom of this form.

Landlord Information: (Use last name field to enter a business name if applicable)

first and middle name(s)	Last name(s)
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Landlord's Address:

site/unit #	street # and name	city	province	postal code
main phone		other phone		
email address for service				

Tenant Information:

first and middle name(s)	Last name(s)			
site/unit #	street # and name	city	province	postal code
main phone		other phone		
email address for service				

Signature:

DD/MM/YYYY	
signature of landlord	signature of tenant(s)

FOR MORE INFORMATION:

www.gov.bc.ca/landlordtenant

Phone: 1-800-665-8779 (toll-free) Greater Vancouver: 604-660-1020 Victoria: 250-387-1602