

**How to use this form**

- This form must be used to issue a notice of rent increase to the tenant(s) only after the landlord has successfully applied for an additional rent increase for eligible capital expenditures and has imposed a Phase 1 rent increase.
- The decision from the application for Additional Rent Increase for Eligible Capital Expenditures must be attached to this form.
- This form must accompany form RTB 53-P2.

**Important information about this form**

- This form is used by the landlord to notify the tenant(s) of a rent increase. The landlord must serve this notice on the tenant at least three months before the rent increase is to go into effect.
- Once a year, the landlord may increase the rent for the existing tenant. The landlord may only increase the rent 12 months after the date that the existing rent was established with the tenant(s) or 12 months after the date of the last legal rent increase for the tenant(s), even if there is a new landlord or a new tenant by way of an assignment.
- **A landlord must give a tenant at least 3 whole months’ notice, in writing, of a rent increase.** For example, if the rent is due on the first day of the month and the tenant is given notice any time in January, even January 1st, there must be three whole months before the rent increase begins. In this example, the months are February, March, and April, so the rent increase would begin on May 1st. The landlord must use this form and must serve it accordance to the Act.
- The landlord is responsible for ensuring an additional rent increase is imposed in accordance with the *Residential Tenancy Regulation*.

**Form Sections**

Section 1: Tenant Information

Section 2: Details of Rent Increase

**SECTION 1: TENANT INFORMATION**

**Rental Unit Address**

Unit/Suite #	Street Address (e.g. 123 Fort Street)	City	Postal Code

Your personal information is collected under section 26 (a) and (c) of the Freedom of Information and Protection of Privacy Act for the purpose of administering the Residential Tenancy Act and Manufactured Home Park Tenancy Act. If you have any questions regarding the collection of your personal information, please contact an information officer by calling 604-660-1020 in Greater Vancouver; 250-387-1602 in Victoria; or 1-800-665-8779 elsewhere in British Columbia.

## SECTION 2: DETAILS OF RENT INCREASE

### Date of Residential Tenancy Branch Decision

The date on the decision for the additional rent increase for eligible capital expenditures (DD/MM/YYYY)

RTB File #:

Line		Description
1	\$ _____	<b>Current rent</b>
2	_____ %	<b>Rate of annual allowable rent increase being applied</b> (Must be the annual allowable at the time the increase takes effect)
3	\$ _____	<b>Amount of annual allowable rent increase being imposed</b> (Line 1 x Line 2)
4	\$ _____	<b>Rent after annual allowable rent increase is applied</b> (Line 1 + Line 3)
5	\$ _____	<b>Maximum additional rent increase for this year.</b> <b>Additional rent increases are capped at a maximum 3% per year.</b> (Line 4 x 0.03)
6	\$ _____	<b>Amount of additional rent increase granted by the arbitrator for this specific tenant based on eligible capital expenditures</b> (see attached decision)
7	\$ _____	<b>Maximum amount of additional rent increase the landlord was permitted to impose in Phase 1.</b> (This amount may not be the amount the landlord actually imposed in Phase 1. This amount is equal to 3% of the Rent after the annual allowable rent increase is applied for Phase 1 (Line 4 in RTB-53-P1D x 0.03).)
8	\$ _____	<b>Remaining eligible additional rent increase amount.</b> (Line 6 - Line 7)
9	\$ _____	<b>Amount of additional rent increase that may be imposed this year</b> (The lesser of Line 5 and Line 8)

<b>10</b>	\$ _____	<p><b>Additional rent increase based on eligible capital expenditures being applied</b></p> <p>This amount cannot exceed the amount on Line 5</p>
<b>11</b>	\$ _____	<p><b>Total amount of rent increase that may be imposed this year (Line 3 + Line 10)</b></p>
<b>12</b>	\$ _____	<p><b>New monthly rent</b></p> <p>(Line 1 + Line 11)</p>
<b>13</b>	\$ _____	<p><b>Remaining eligible rent increase amount</b></p> <p>(Line 8 – Line 9)</p> <p>If this amount is \$0, no further additional rent increases may be imposed in connection with the capital expenditure(s) set out in the attached decision. Any remaining amount after Phase 3 cannot be imposed by the landlord in any future rent increase.</p>

## Residential Tenancy Branch Contact Information

Email: [HSRTO@gov.bc.ca](mailto:HSRTO@gov.bc.ca) **Note: Evidence cannot be submitted by email.**  
 Website: [www.gov.bc.ca/landlordtenant](http://www.gov.bc.ca/landlordtenant)  
 Information Line: 1-800-665-8779 (toll free) - DO NOT CALL THIS NUMBER FOR YOUR HEARING

In Person: **Lower Mainland**  
 400 - 5021 Kingsway  
 Burnaby, BC, V5H 4A5

**Outside of Lower Mainland**  
 Visit one of our many Service BC Offices, listed at [www.servicebc.gov.bc.ca](http://www.servicebc.gov.bc.ca)

For more information about additional rent increases, visit our website at:  
<https://www2.gov.bc.ca/gov/content/housing-tenancy/residential-tenancies/during-a-tenancy/rent-increases/additional-rent-increase>

The Residential Tenancy Branch also has various web tools available to assist landlords and tenants with additional rent increases for capital expenditures. You may access the web tools on our website here:  
<https://www2.gov.bc.ca/gov/content/housing-tenancy/residential-tenancies/calculators-and-resources>