

OWNER (name & address)

_____ [telephone]

Date _____

Housing Accommodation:

Registration Number:

TENANT(S) (name & address)

Date of Registration:

Notice of Disclosure Form Available to Tenants

In accordance with the Rental Housing Act of 1985 as amended (the "Act"), the housing provider notifies each tenant that a Disclosure Form containing information and documents on each rental unit is available for inspection by the tenant of the unit. The location and the contents of the Disclosure Form, to be updated within thirty days of any change, are as follows.

Location of Disclosure Form

The Disclosure Form may be inspected [check one or more as applicable] —

- At the on-site reception desk.
- At the on-site rental office.
- At the on-site residence of the manager or superintendent.
- At the office of the management company/housing provider (see note below).
- _____ [specify other]

Note: The Disclosure Form must be maintained in a publicly accessible area of the housing accommodation. If there is no suitable area on site, the Disclosure Form will be delivered to the rental unit of any tenant who requests it. Tenants may have copies made not more than once every twelve months.

Contents of Disclosure Form

Status as rent-controlled or exempt. Registration/Claim of Exemption form.
 Status of housing accommodation as condominium, cooperative or non-housing use.
 Owner(s) of the housing accommodation. Current business license.
 Rent, application fee, security deposit, interest on security deposit and return of deposit.
 Housing Violation Notices for last twelve months or still outstanding.

- with application only to rent-controlled housing accommodations -

Rent-control petitions pending. Surcharges (rent increases to be rescinded) in effect.
 Frequency of increases in rent charged. Pamphlet published by the Rent Administrator.
 Most recent change of ownership, management, or services and facilities.

Signature of owner/agent

Name of owner/agent [print or type]