Licensing and By-law Services -
Planning and Economic Development
330 Wentworth Street North, Hamilton, Ontario, L8L 5W2
Phone: 905.546.2782 Option 2
Email: RentalRenoLicence@hamilton.ca

Renovation Licence Attestation

By-law No. 24-055

For Office Use Only

Licence Number:_____ Received By:_____

Receipt Number: _____ Application Date:_____

Please print clearly or complete digitally

Tenant (Primary Occupant) Information

Last Name:_____ First Name:_____

Address:_____

City:_____ Province / Postal Code:_____

Phone Number:_____ Alternate Number:_____

Email Address:_____

Tenant (Alternate Occupant) Information

Last Name:_____ First Name:_____

Address:_____

City:_____ Province / Postal Code:_____

Phone Number:_____ Alternate Number:_____

Email Address:_____

Renovation Period Details

Date N13 served to Tenant(s)_____

Date that the Tenant(s) will vacate the Rental Housing Unit:_____

Renovation period end date (anticipated):_____

Temporary Alternate Accommodation Details

Select the option that applies and provide any required information:

1. ☐ Right of First Refusal

The tenant wishes to exercise the right of first refusal under section 53 of the Residential Tenancies Act, 2006.

The landlord shall arrange for the tenant's return to the rental housing unit once the repairs and renovations are complete. The rent charged to the tenant will be no more than the amount that could have been lawfully charged if there had been no interruption to the tenancy.

The landlord and tenant have made the following arrangement under section 25 of the Renovation Licence and Relocation By-law.

Selection (Choose One)

☐ Option 1 – Temporary Alternate Accommodation

The landlord will provide temporary alternate accommodation that is comparable to the tenant's current rental housing unit during the renovation period.

Address of Temporary Alternate Accommodation:

_____

_____

☐ Option 2 – Compensation

The landlord will provide compensation equal to the difference between:

- The rent currently paid by the tenant, including utilities where applicable;

  and

- The applicable Average Market Rent.

This compensation will be provided pursuant section 25 of the Renovation Licence and Relocation By-law.

2. ☐ Tenant Will Not Exercise the Right of First Refusal

The tenant will not exercise the right of first refusal under section 53 of the Residential Tenancies Act, 2006.

If the tenant does not exercise this right, temporary alternate accommodation or compensation is not required.

3. ☐ Temporary Alternate Arrangements Could Not Be Established

The landlord and tenant could not establish temporary alternate accommodation or compensation arrangements.

The landlord/operator will submit additional information and supporting documentation to request an exemption under sections 28 and 29 of the Renovation Licence and Relocation By-Law.

Moving Expenses (Section 26)

Select one option.

☐ Option 1 – Moving Company

The landlord/operator will arrange and pay for an insured moving company to relocate the tenant.

☐ Option 2 – Moving Compensation

The landlord/operator will provide compensation for moving expenses as follows:

- $1,500 for a bachelor or one-bedroom rental housing unit.
- $2,500 for a rental housing unit with two or more bedrooms.

Applicant Confirmation and Signature

I,_____(Name of Applicant)

owner/operator of the rental housing unit or residential housing complex located at:

_____(Property Address)

confirm that the particulars of the arrangements, pursuant to section 25 of the Renovation Licence and Relocation By-law, made with the tenant(s) occupying the rental housing unit to be vacated are as described above.

Applicant Signature:_____

Date (YYYY-MM-DD):_____

Tenant Confirmation and Signature

I,_____(Name of Primary Tenant)

occupant of the rental housing unit located at:

_____(Property Address)

confirm that the particulars of the arrangements, pursuant to section 25 of the Renovation License and Relocation By-law, made with the owner/operator of the rental housing unit or residential housing are as described above.

I understand that Licensing and By-law Services staff may contact me to verify the information provided in this form.

Tenant Signature:_____

Date (YYYY-MM-DD):_____

Alternate Tenant Confirmation and Signature (If Applicable)

I,_____(Name of Alternate Tenant)

confirm that the information provided in this attestation is accurate.

Tenant Signature:_____

Date (YYYY-MM-DD):_____

Collection of Personal Information

The City of Hamilton collects information under authority of Sections 10 and 227 of the Municipal Act, 2001. Any personal information collected using the Renovation License Attestation Form will be used for the administration of the City of Hamilton's Renovation License and Relocation By-law registration. By providing your email address, you are

consenting to receiving emails from the City of Hamilton and/or their agents/contractors for communication regarding your application and/or matters related to compliance with Renovation License and Relocation By-law 24-055.

Questions about the collection of this personal information can be directed to:

Licensing Administrator
Licensing and By-law Services
330 Wentworth Street North
Hamilton, ON L8L 5W2
Phone: 905-546-2782, Option 2
Email: RentalRenoLicence@hamilton.ca