



Schedule "C" – SUMMARY OF LEASE OR RENEWAL

(clause 83 (1) (b) of the *Condominium Act, 1998*)

TO: Condominium Corporation No.

1. This is to notify you that an original ☐ or renewal ☐ [select one] written ☐ or oral ☐ [select one] lease ☐ sublease ☐ assignment of lease ☐ [select one] or a renewal of a written or oral lease, sublease or assignment of lease ☐ has been entered into for:

Dwelling Unit(s) Level Parking Unit(s) Level Locker Unit(s).....
Level.....

on the following terms:

Name of lessee(s)/sublessee(s)/assignee (s):
.....

Telephone number: Fax number, if any:

Commencement date: Termination date:.....

Option(s) to renew: (*set out details. i.e., first option commencement date*)
.....

Rental
payments:.....
(*set out amount and when due*)

Other
information:.....
.....

(*at the option of the owner*)

2. I (We) have provided the above-designated lessee(s)/sublessee(s)/assignee(s) with a copy of the declaration, by-laws and rules of the condominium corporation.

3. I (We) acknowledge that, as required by subsection 83 (2) of the *Condominium Act, 1998*, I (we) will advise you in writing if the above-designated lease/sublease/assignment of lease is terminated.

Dated this day of,

.....
(*print name of owner*)

.....
(*signature of owner*)

.....
(*print name of owner*)

.....
(*signature of owner*)

(*In the case of a corporation, affix corporate seal or add a statement that the persons signing have the authority to bind the corporation.*)

.....
(*address*)

Tel. No. Fax No. (if any)

Schedule "C" Summary of Lease Renewal