



Ontario Landlord Access Notice Checklist

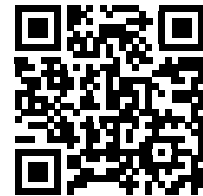
Use this checklist to ensure your 24-hour notice complies with Ontario's Residential Tenancies Act. Proper notice helps avoid disputes, delays, or dismissals at the Landlord and Tenant Board (LTB).

■ Required Items for a Valid 24-Hour Entry Notice:

- ✓ Full legal name of the tenant(s).
- ✓ Full address of the rental unit, including unit number if applicable.
- ✓ Clear statement that this is a 24-hour notice of entry under Section 27 of the Residential Tenancies Act.
- ✓ Date of intended entry.
- ✓ Time of entry (must fall between 8 AM and 8 PM).
- ✓ Reason for entry (e.g., repairs, showing the unit to prospective tenants or buyers, inspection, pest control, etc.).
- ✓ Signature or name of the landlord, property manager, or authorized agent.
- ✓ Method of delivery (must be hand-delivered or posted on the unit door – do not email or text).
- ✓ Ensure notice is delivered at least 24 hours before the time of entry.
- ✓ Optional: Keep a photo or copy of the posted notice for your records.

■■ **Legal Reminder:** Entry without proper notice can result in fines, eviction dismissal, or legal consequences. Always document delivery of the notice and keep a copy for your file.

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