

N12 Evidence Checklist

Landlord's Own Use, Family Member or Purchaser Use • Ontario Landlords

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How to use this checklist: The N12 is one of the more contested notices at the LTB. Adjudicators scrutinize good faith carefully. Gather every item below before filing your L2 application. Missing evidence — especially proof of the requirer's intention — is the most common reason N12 applications fail.

1. Tenancy Basics

- ☐ Signed lease or rental agreement
- ☐ Tenant's full legal name as it appears on the lease
- ☐ Rental unit address and start date of tenancy
- ☐ Monthly rent amount and payment due date

2. Who Requires the Unit

- ☐ Identify the requirer: landlord personally, family member, or confirmed purchaser
Eligible family members under the RTA: landlord's spouse, child, parent, or spouse's child or parent.
- ☐ Full legal name and relationship to landlord (for family member use)
- ☐ Signed declaration from the requirer stating they intend to occupy the unit in good faith
This is critical. The adjudicator will assess whether the intention is genuine. The declaration should confirm: current living situation, why this unit is needed, and expected move-in timeline.
- ☐ For purchaser use: copy of Agreement of Purchase and Sale
The purchase must be firm (conditions removed). The purchaser must sign a declaration of intent to occupy.

3. The N12 Notice

- ☐ Completed N12 Notice — confirm the termination date is at least 60 days from service AND falls on the last day of a rental period
This is a common mistake. If rent is due on the 1st, the termination date must be the last day of the month, at least 60 days

