



Notice of Additional Rent Increase – Eligible Capital Expenditures (Phase 2) #RTB-53-P2

How to use this form

- This form must be used to issue a notice of rent increase to the tenant(s) only after the landlord has successfully applied for an additional rent increase for eligible capital expenditures
- If the landlord has not imposed a Phase 1 rent increase, they should complete the [Phase 1 Additional Rent Increase Calculator web tool](#) or forms RTB-53-P1 and RTB-53-P1D.
- If a landlord has not imposed an additional rent increase for capital expenditures over one year after being authorized to do so, they may have forfeited Phase 1 of the rent increase. For more information, please complete the [Phase 1 Rent Increase Calculator web tool](#).
- The decision from the application for Additional Rent Increase for Eligible Capital Expenditures must be attached to this form.

Important information about this form

- This form is used by the landlord to notify the tenant(s) of a rent increase. The landlord must serve this notice on the tenant at least three months before the rent increase is to go into effect.
- Once a year, the landlord may increase the rent for the existing tenant. The landlord may only increase the rent 12 months after the date that the existing rent was established with the tenant(s) or 12 months after the date of the last legal rent increase for the tenant(s), even if there is a new landlord or a new tenant by way of an assignment.
- **A landlord must give a tenant at least 3 whole months' notice, in writing, of a rent increase.** For example, if the rent is due on the first day of the month and the tenant is given notice any time in January, even January 1st, there must be three whole months before the rent increase begins. In this example, the months are February, March, and April, so the rent increase would begin on May 1st. The landlord must use this form and must serve it in accordance to the *Residential Tenancy Act* (the Act).
- The landlord is responsible for ensuring an additional rent increase is imposed in accordance with the *Residential Tenancy Regulation* (the Regulation).
- A landlord or a landlord's agent must not collect a rent increase in any other way other than in accordance with Part 3 of the Act.
- A notice sent by mail is deemed to be received on the 5th day after it was mailed.
- A landlord may only impose a rent increase up to the amount calculated in accordance with the Regulation or as ordered by an arbitrator.

Form Sections

Section 1: Tenant Information
Section 2: Landlord Information

Section 3: Notice of Rent Increase
Section 4: Details of Rent Increase
Section 5: Declaration

Your personal information is collected under section 26 (a) and (c) of the Freedom of Information and Protection of Privacy Act for the purpose of administering the Residential Tenancy Act and Manufactured Home Park Tenancy Act. If you have any questions regarding the collection of your personal information, please contact an information officer by calling 604-660-1020 in Greater Vancouver; 250-387-1602 in Victoria; or 1-800-665-8779 elsewhere in British Columbia.

SECTION 1: TENANT INFORMATION

Rental Unit Address

Unit/Suite #	Street Address (e.g. 123 Fort Street)	City	Postal Code
--------------	---------------------------------------	------	-------------

To the Tenant(s):

First Name	Last Name		
First Name	Last Name		
Email Address		Contact Phone number	
Mailing Address (if different from the rental unit)			
City	Province	Postal Code	

SECTION 2: LANDLORD INFORMATION

From the Landlord:

First Name	Last Name		
Business Name (if business)			
Email Address		Contact Phone number	
Address (e.g. #4 123 Fort Street)			
City	Province or State	Postal or ZIP Code	

Providing additional landlords or separate mailing addresses

Use Form #RTB-26 Schedule of Parties to include additional parties and/or a separate mailing address. Submit with this application. www.gov.bc.ca/landlordtenant/forms

I am including Form #RTB-26 for additional parties

SECTION 3: NOTICE OF RENT INCREASE

Information regarding last rent increase or when rent was first established

Date last rent increase came into effect: (DD/MM/YYYY)	
Your current rent is (Line 1 in Section 5): \$ _____	Details of your rent increase must be provided in Section 5: Details of Rent Increase
Your new rent will be (Line 12 in Section 5): \$ _____	Payable starting on (must be at least 3 months from receipt of this notice and at least 12 months since the tenancy was established or the last rent increase): (DD/MM/YYYY)

SECTION 4: DETAILS OF RENT INCREASE

Date of Residential Tenancy Branch Decision

The date on the decision for the additional rent increase for eligible capital expenditures (DD/MM/YYYY)

Line		Description
1	\$ _____	Current rent
2	_____ %	Rate of annual allowable rent increase being applied (Must be the annual allowable at the time the increase takes effect)
3	\$ _____	Amount of annual allowable rent increase being imposed (Line 1 x Line 2)
4	\$ _____	Rent after annual allowable rent increase is applied (Line 1 + Line 3)

5	\$ _____	Maximum additional rent increase for this year. Additional rent increases are capped at a maximum 3% per year. (Line 4 x 0.03)
6	\$ _____	Amount of additional rent increase granted by the arbitrator for this specific tenant based on eligible capital expenditures (see attached decision)
7	\$ _____	Maximum amount of additional rent increase the landlord was permitted to impose in Phase 1. (This amount may not be the amount the landlord actually imposed in Phase 1. This amount is equal to 3% of the Rent after the annual allowable rent increase is applied for Phase 1 (Line 4 in RTB-53-P1D x 0.03).)
8	\$ _____	Remaining eligible additional rent increase amount. (Line 6 - Line 7)
9	\$ _____	Amount of additional rent increase that may be imposed this year (The lesser of Line 5 and Line 8)
10	\$ _____	Additional rent increase based on eligible capital expenditures being applied (This amount cannot exceed the amount on Line 5)
11	\$ _____	Total amount of rent increase that may be imposed this year (Line 3 + Line 10)
12	\$ _____	New monthly rent (Line 1 + Line 11)
13	\$ _____	Remaining eligible additional rent increase amount (Line 8 – Line 9) If this amount is \$0, no further additional rent increases may be imposed in connection with the capital expenditure(s) set out in the attached decision. Any remaining amount after Phase 3 cannot be imposed by the landlord in any future rent increase.

SECTION 5: DECLARATION

By signing below, I certify that:

- I am the landlord or an authorized agent of the landlord and that all information that is being provided in this application is true, correct, and complete to the best of my knowledge.

Landlord or Agent Name (please print) _____

Landlord or Agent Signature

Date Signed (DD/MM/YYYY)

Residential Tenancy Branch Contact Information

Email: HSRTO@gov.bc.ca **Note: Evidence cannot be submitted by email.**

Website: www.gov.bc.ca/landlordtenant

Information Line: 1-800-665-8779 (toll free) - DO NOT CALL THIS NUMBER FOR YOUR HEARING

In Person: **Lower Mainland**

400 - 5021 Kingsway
Burnaby, BC, V5H 4A5

Outside of Lower Mainland

Visit one of our many Service BC Offices, listed at www.servicebc.gov.bc.ca

For more information about additional rent increases, visit our website at:

<https://www2.gov.bc.ca/gov/content/housing-tenancy/residential-tenancies/during-a-tenancy/rent-increases/additional-rent-increase>

The Residential Tenancy Branch also has various web tools available to assist landlords and tenants with additional rent increases for capital expenditures. You may access the web tools on our website here:

<https://www2.gov.bc.ca/gov/content/housing-tenancy/residential-tenancies/calculators-and-resources>