



YUKON RESIDENTIAL TENANCIES OFFICE
**APPLICATION TO INCREASE RENT
ABOVE INDEX AFTER RENOVATIONS**

This application form is used by a landlord to apply for an additional rent increase if the landlord has incurred **extraordinary (unusual or unexpected) expenses** with respect to any of the following:

- Major renovations to a residential property or a rental unit that are required to meet minimum health, safety and housing standards; and/or
- Renovations to a residential property or a rental unit that improve the security or the energy efficiency of the residential property or the rental unit; and/or
- Renovations to a residential property or a rental unit that reduce the vulnerability of the residential property or the rental unit to wildfire.
- **NOTE:** costs that have been recouped through insurance, subsidies, rebates, grants or other similar reimbursements cannot be claimed on this application.

The landlord may only make this application:

- once the **renovations are complete**, and
- **within 12 months** of the landlord incurring the extraordinary expenses. Because these renovations may take some time to complete, the 12-month timeline begins when the final invoice for the renovations is received.

The landlord must show that the **renovations have been completed and meet the requirements to be eligible for an additional rent increase**. The landlord must include **all relevant documentation with their application**. Relevant supporting documentation may include but is not limited to:

- Tenancy agreement for each rental unit to which this application relates;
- Invoices, receipts or other details of the cost of work completed;
- Permits opened and closed;
- Photographs or video taken before and after the renovations were done;
- Laws, bylaws or other health, safety and housing standards that relate to the renovations;
- Expert reports on the reason the renovations were required and/or the benefit of completing the renovations;
- Manufacturer's documents showing energy efficiency ratings or other benefits of the products used;
- Other evidence or information relevant to the application.

This application must be accompanied by the **application fee**. The application fee is **\$100, plus \$50 for each rental unit to which this application relates**. An application relates to a rental unit if the landlord is requesting to impose an additional rent increase on that rental unit. If this application relates to more than 10 rental units at the same residential property, the fee is capped at a maximum of \$600. For example:

- if this application relates to one rental unit, the fee is \$150 (\$100 fee + \$50 for one unit)
- if this application relates to four rental units, the fee is \$300 (\$100 fee + \$200 for four units)

If approved, this application may permit the landlord to:

- Increase rent by up to an additional 3% above the maximum annual rent increase allowable under the Regulations, and this increase may be authorized for up to three (3) consecutive years.



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Applicant's (Landlord's) information

Full name(s)

Address for service

Unit # (optional)

Street address or P.O. box number

City or town

Province or territory

Postal code

Phone

Email

Landlord's agent's information (if applicable – must complete authorization to act as agent form)

Full name(s)

Address for service

Unit # (optional)

Street address or P.O. box number

City or town

Province or territory

Postal code

Phone

Email

Number of rental units to which this application relates

This application relates to a rental unit if the landlord is requesting to apply the additional rent increase to that rental unit. This application may not relate to all rental units in a residential property if some rental units are vacant or if the renovations did not affect all rental units.

Total number of rental units to which this application relates: _____

Note: The application fee is \$100 + \$50 for each rental unit to which this application relates to a maximum of \$600.

Address of the residential property

Unit # (optional)

Street address

City or town

Province or territory

Postal code

Reason(s) for additional rent increase (choose all that apply)

The landlord has incurred extraordinary (unusual or unexpected) expenses with respect to:

- ☐ Major renovations to a residential property or a rental unit that are required to meet minimum health, safety and housing standards (complete Part A of this form)
- ☐ Renovations to a residential property or a rental unit that improve the security or the energy efficiency of the residential property (complete Part B of this form)
- ☐ Renovations to a residential property or a rental unit that reduce the vulnerability of the residential property or the rental unit to wildfire (complete Part C of this form)

Part A

Major renovations to a residential property or a rental unit that are required to meet minimum health, safety and housing standards.

Major renovation 1

Description of renovation

Total cost landlord is applying to recoup with this application: \$ _____

Estimated year work will be required again: _____ **YYYY**

Date completed: _____ **YYYY-MM-DD**

Explain why the work was required to meet minimum health, safety and housing standards.

Explain why this is an extraordinary expense. Extraordinary expenses are defined as unusual or unexpected

☐ I have attached all relevant documentation related to this renovation.

Major renovation 2

Description of renovation

Total cost landlord is applying to recoup with this application: \$ _____

Estimated year work will be required again: _____ **YYYY**

Date completed: _____ **YYYY-MM-DD**

Explain why the work was required to meet minimum health, safety and housing standards.

Explain why this is an extraordinary expense. Extraordinary expenses are defined as unusual or unexpected

☐ I have attached all relevant documentation related to this renovation.

Part B

Renovations to a residential property or a rental unit that improve the security or the energy efficiency of the residential property or the rental unit.

Renovation 1

Description of renovation

Total cost landlord is applying to recoup with this application: \$ _____

Estimated year work will be required again: _____ YYYY

Date completed: _____ YYYY-MM-DD

Explain how the work improved the security or the energy efficiency of the residential property or rental unit.

Explain why this is an extraordinary expense. Extraordinary expenses are defined as unusual or unexpected.

☐ I have attached all relevant documentation related to this renovation.

Renovation 2

Description of renovation

Total cost landlord is applying to recoup with this application: \$ _____

Estimated year work will be required again: _____ YYYY

Date completed: _____ YYYY-MM-DD

Explain how the work improved the security or the energy efficiency of the residential property or rental unit.

Explain why this is an extraordinary expense. Extraordinary expenses are defined as unusual or unexpected.

☐ I have attached all relevant documentation related to this renovation.

Part C

Renovations to a residential property or a rental unit that reduce the vulnerability of the residential property or the rental unit to wildfire.

Renovation 1

Description of renovation

Total cost landlord is applying to recoup with this application: \$ _____

Estimated year work will be required again: _____ YYYY

Date completed: _____ YYYY-MM-DD

Explain how the work reduced the vulnerability of the residential property or the rental unit to wildfire.

Explain why this is an extraordinary expense. Extraordinary expenses are defined as unusual or unexpected.

☐ I have attached all relevant documentation related to this renovation.

Renovation 2

Description of renovation

Total cost landlord is applying to recoup with this application: \$ _____

Estimated year work will be required again: _____ YYYY

Date completed: _____ YYYY-MM-DD

Explain how the work reduced the vulnerability of the residential property or the rental unit to wildfire.

Explain why this is an extraordinary expense. Extraordinary expenses are defined as unusual or unexpected.

☐ I have attached all relevant documentation related to this renovation.

Declaration

By signing below, I certify that:

- All information provided in this application is true, correct and complete to the best of my knowledge.
- I understand it is an offence to provide false or misleading information under subsection 136(5) of the *Residential Tenancies Act*, punishable by a fine of up to \$25,000 for individuals or \$50,000 for corporations.
- I have not received any insurance payments, subsidies, rebates, grants or other similar payments for any costs I have applied to recoup on this application.

YYYY-MM-DD

Landlord's name or
landlord's agent's name (print)

Landlord's signature or
landlord's agent's signature

Date

- This application form and the required supporting documentation must be filed at the Residential Tenancies Office with the application fee of \$100 + \$50 per unit to which this application relates. Applications submitted without the required fee will not be processed. Once paid, the fee is non-refundable.
- **The landlord is responsible for submitting all relevant documentation with this application.** The Residential Tenancies Office will not solicit the landlord for missing information.
- The landlord must provide a copy of this application to each affected tenant named on the application in the timeline prescribed by the Residential Tenancies Office. **The landlord must not provide a copy of this application to any tenant until instructed to do so by the Residential Tenancies Office.**
- **The affected tenant(s) will have an opportunity to respond to this application.** Information on how affected tenant(s) can respond and the deadline for response will be provided to the affected tenant(s).
- If the Residential Tenancies Office does not receive submissions from any affected tenants by the deadline, the application will be considered on the landlord's submissions alone.
- More information is available at Yukon.ca.



YUKON RESIDENTIAL TENANCIES OFFICE

APPLICATION TO INCREASE RENT ABOVE INDEX AFTER RENOVATIONS — LIST OF AFFECTED TENANTS

The landlord must complete this portion of the form and submit it to the Residential Tenancies Office with the application.

DO NOT serve this page on any tenants as it contains personally identifiable information.

The number of rental units listed below must match the number of rental units to which this applications relates as disclosed on page 2 of this application.

List of affected tenants

| Unit # | Name of tenant(s) as listed on the tenancy agreement | Contact information for tenant(s) phone and/or email | Current rent payable for the rental unit |
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Personal information is collected, used, and disclosed under the authority of section 15(a) and (c) of the *Access to Information and Protection of Privacy Act* and the *Residential Tenancies Act*. Personal information will be used for the purposes of these acts and their regulations. For more information about the collection of this information, contact the Residential Tenancies Office by email at rt@yukon.ca, mail at P.O. Box 2703, Whitehorse, YT Y1A 2C6, or by phone at 867-667-5944.