

House Rules

A fill-in-the-blank sheet for your tenants · Mo Realty Team

Print this, fill in the blanks by hand, and post it inside a kitchen cupboard door or above the laundry. **Give a copy to your tenant at move-in.** House rules are a courtesy and a communication tool — they are *not* a lease. Anything here that conflicts with the Residential Tenancies Act is unenforceable.

Getting hold of us

- ☐ Non-urgent repairs and requests: email _____ (we reply within ____ hours)
- ☐ Urgent — no heat, no water, flooding, electrical, gas smell: call _____ any time
- ☐ Gas smell or fire: leave the building first, then call 911. Tell us afterwards.
- ☐ Please put every request in writing, even small ones. It protects both of us.

Rent

- ☐ Rent is due on the **1st** of the month. Preferred method: _____
- ☐ If a payment is going to be late, tell us before it is late. We are far easier to deal with early.

Waste and recycling

- ☐ Collection day: _____. Bins go out after _____ the night before and come back in the same day.
- ☐ Blue bin: paper, cardboard (flattened), plastic containers, cans, glass jars. Rinse them.
- ☐ Green bin: all food waste, soiled paper towel, coffee grounds. Bags must be paper or certified compostable.
- ☐ Not accepted in either: plastic bags, black plastic, coffee pods, styrofoam, textiles, batteries.
- ☐ Electronics, paint, batteries and chemicals go to a municipal drop-off depot — never to the curb.

Heat, water and energy

- ☐ Thermostat: please keep it between **18°C and 22°C**. Below 18°C in winter risks frozen pipes.
- ☐ Run the bathroom fan during every shower and for 15 minutes after. This is the single best thing you can do to prevent mould.
- ☐ In a cold snap, open the cupboard doors under sinks on exterior walls so warm air reaches the pipes.

House Rules

A fill-in-the-blank sheet for your tenants · Mo Realty Team

- ☐ Please report a dripping tap or a running toilet. A running toilet can waste hundreds of litres a day.

Looking after the place

- ☐ Nail holes for pictures and a wall-mounted TV are fine. Please patch and paint them before you leave.
- ☐ Anything structural, or any change you cannot reverse, please ask first.
- ☐ Nothing but toilet paper down the toilet. No grease or coffee grounds down the sink.
- ☐ Test the smoke and CO alarms monthly. Never remove a battery — tell us and we will replace it.
- ☐ Please do not leave a dishwasher, washing machine or dryer running when nobody is home.

Being good neighbours

- ☐ Quiet hours: **11 p.m. to 7 a.m.**
- ☐ Parking: _____. Visitor parking: _____
- ☐ Snow and lawn: _____ is responsible.

Note on pets: under section 14 of the RTA a “no pets” clause is void in Ontario, so this sheet does not include one. If you have a genuine concern about an animal, the route is a conversation first and the Landlord and Tenant Board second — not a lease clause.