



Corporate Services Department
Municipal Law Enforcement & Licensing Services

Residential Rental Housing Licence Change of Ownership Form

Attach to File # _____

Rental Property Owner Information

Municipal Address of Rental Property:

Subsection 7 (i) of City of Oshawa Residential Rental Housing Licensing By-law No. 20-2008, requires: an owner to notify the Director in writing within two (2) days of any change to any information provided pursuant to Sections 3 and 4 of the by-law.

Owner Name(s):
(Attach list if required)

CHANGE OF OWNERSHIP

Owner(s) Permanent Address:

Owner's Mailing Address (if different than above):

Home Phone	Business Phone	Fax	E-mail
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I/We the undersigned wish to advise the City of Oshawa, that effective (date) _____ I am/we are no longer the registered owners of the Property at (address) _____, Oshawa, which presently is licenced as a Residential Rental House. I / We understand that that our Licence will not automatically transfer to the new owners and that they must contact your department independently to provide their information for the Rental Property to be reviewed and to have this Licence assigned to them.

Owner Signature(s):
(attach separate list if required):

Please send completed form to: City of Oshawa, MLELS, Housing: Licensing and Permits, 1st Floor Rundle Tower, 50 Centre Street South, Oshawa, ON L1H 3Z7 or Fax to 905-436-3855.

Personal information contained on this form is collected under the authority of the *The Municipal Freedom of Information and Protection of Privacy Act* and will be used by the City of Oshawa in determining suitability for licensing. Questions about this collection should be directed to City Clerk Services, 50 Centre Street South, Oshawa, Ontario, L1H 3Z7, 905-436-5639.