

Rental Repairs and Renovations Licence Application

Pursuant to the Rental Repairs and Renovations
Licensing By-Law 0039-2026

City of Mississauga
Licensing, Permits, & Regulatory Services
950 Burnhamthorpe Road West
Mississauga Ontario L5C 3B4
Tel: 905-615-4311
Fax: 905-615-3374



Your personal information is collected under the authority of the Rental Repairs and Renovations Licensing By-Law 0039-2026. This information will be used for the purpose of administering, licensing, regulating and governing your business in accordance with applicable laws and regulations. If you have any questions about the way this information is collected please contact the Manager, Licensing, Permits & Regulatory Services, at 950 Burnhamthorpe Road West, Mississauga ON L5C 3B4, or at 311 (905-615-4311 outside City limits).

Licence Type	Licence No. (for renewal application only)	Application Date (YYYY MM DD)	Term of Application
☐ New ☐ Renewal			

Residential Complex Information

Municipal Address

Landlord Information

Last Name

First Name

Registered Corporation Name/Number (if applicable)

Mailing Address

Telephone Number

Email Address

Authorized Representative of Landlord Information (if corporation is applicable)

Last Name

First Name

Registered Corporation Name/Number (if applicable)"

Mailing Address

Telephone Number

Email Address

Landlord/Authorized Representative (if individual is applicable)

Last Name

First Name

Telephone Number

Email Address

Rental Unit Information

Unit Number

Rent Charged Per Month

Size of Rental Unit (sq. metres)

Number of Bedrooms

Tenancy Term Type

Tenancy Term Start Date (YYYY MM DD)

Tenancy Term End Date (YYYY MM DD)

N13 was Served to Tenant

☐ Yes

☐ No

Tenant Information

Mailing Address (if different from address of Rental Unit subject to N13)

Last Name

First Name

Telephone Number

Email Address

Additional Requirements

To apply for a Rental Repairs and Renovations Licence you will also need to provide:

- ☐ A copy of the N13 Notice;
- ☐ A copy of the Building Permit issued by the Chief Building Official;
- ☐ A copy of the executed Tenancy Agreement for the Rental Unit along with any amendments or renewals thereof including a description of any verbal arrangements with the tenant;
- ☐ Payment of the Licence Fee as set out in the Fees and Charges By-law;
- ☐ A copy of a report by a Qualified Person, signed, dated and stamped within 6 months prior to the Licence application submission date, confirming that the Landlord's repairs or renovations are so extensive that the Landlord requires vacant possession of the Rental Unit;
- ☐ A signed insurance certificate evidencing commercial general liability business insurance coverage for the Rental Unit, for claims involving bodily injury, including personal injury and death, and property damage with a per occurrence limit of at least \$2,000,000;
- ☐ A signed Release.

Acknowledgement

I hereby confirm that the information provided in this form is accurate, correct and complete and that the documents submitted as part of this application are genuine.

I further acknowledge it is my responsibility to notify the Licence Manager in writing immediately of any changes in the information provided, and to provide such other information as may be required by the Licence Manager, to ensure compliance with the City of Mississauga's Rental Repairs and Renovations Licensing By-law 0039-2026.

Signature

Signature of Landlord or Authorized Representative

- ☐ If the Authorized Representative is applying on behalf of a Landlord, please check this box to confirm the Authorized Representative has the lawful authority to bind the Landlord.

Landlord/Authorized Representative Name

Date (YYYY MM DD)