



Diocese of Toronto  
Anglican Church of Canada

## YELLOW Checklist & Attestation Residential Lease Agreement

<b>Congregation</b>			
<b>Lessee Name(s)</b> <small>*Note: Please name <u>ALL</u> lessees</small>			
<b>Term</b> (Start/End Date)	to	<b>Monthly Rent</b>	<b>per</b>

Checklist	Complete
The Parish has received written support from the Bishop/Suffragan Bishop. <small>*Note: Only for <b>new</b> agreements</small>	
A motion has been adopted by the Vestry of the Parish for any <b>new</b> residential lease agreement.	
The agreement is complete, using the Province of Ontario's <i>Residential Tenancy Agreement (Standard Form of Lease)</i> .	
The agreement includes an appendix in response to <i>Section 15</i> of the <i>Residential Tenancy Agreement</i> which stipulates terms and conditions related to insurance coverage.	
The Parish has verified tenant insurance coverage and has retained proof of such for their records. <small>*Note: residential tenants must carry a minimum of \$2M content and fire coverage.</small>	
The Parish has completed all relevant reference and credit checks.	
The Property Resources Dept. has reviewed the completed agreement <b>before execution</b> .	
The Parish has reviewed the Tribunals Ontario - <i>Renting in Ontario</i> web resource.	

### ACKNOWLEDGEMENT

We, the Incumbent/Priest-in-Charge & Churchwardens of the above congregation, by affixing our signatures below, hereby attest on behalf of the Corporation that all of the above requirements, and all best commercial practices, have been, or shall be, satisfied by the Corporation prior to occupancy by the Tenant. Further, we have reviewed both *Canon 6* and the *Procedure Pursuant to Canon 6* as Prescribed by the Synod Council and confirm that the congregation shall be compliant at all times with the requirements and obligations prescribed therein. We also attest that we have knowledge of the *Ontario Residential Tenancy Act* regarding landlord and tenant responsibilities and rights.

Role	Name	Signature	Date
Incumbent Priest-in-Charge			
Churchwarden			
Churchwarden			

A completed & fully executed copy of this checklist must be e-mailed to  
[canon6@toronto.anglican.ca](mailto:canon6@toronto.anglican.ca) **prior** to occupancy.