

LTB FEES (tenants)

File set-up and initial consult meeting (for clients that hire us; otherwise consult fee is \$175.00 for 1 hour)	\$87.50
Notices of Termination: N9 or N11 (Agreement to End the Tenancy)	\$87.50
Service of Notice(s) or documents	
By Xpresspost	\$55.00
By delivery to Landlord (left in mailbox)	\$35.00
Handed to the Landlord personally (includes up to 3 attempts)	\$95.00
Certificate of Service, if needed	\$35.00
Applications: T1 (rebate), T2 (rights), T3 (rent reduction), T4 (rent increase above guideline), T5 (bad faith), T6 (maintenance), T7 (suite metres) Discount if more than 1 Application prepared at same time	\$205.00 each 30% on total of the Applications
Statutory Declaration or Affidavit – to prepare and swear	\$175.00
Hearings:	
Receipt of Hearing date and recording it in firm calendar	\$35.00
Research and/or preparation for Hearing (if needed)	\$175.00 hour
Landlord Hearings	
• L1 Hearing, Motion to Void (i.e. Tenant paid all of the arrears).	\$350.00 per occurrence
• L2 Hearing	\$450.00 per occurrence
Tenant Hearing	\$650.00 per ½ day \$1,300.00 per full day
Request for Review, Review Hearing	To be determined
Receipt and review of Board Order and recording it in client file	\$35.00
Mileage – outside of London, Ontario	\$0.69 per km
Travel Time – outside of London, Ontario billed in 1/10 th hour increments	\$87.50 per hour
Consulting	\$1,300.00 day
Filing Application at LTB – in person (note: immediate processing)	\$87.50
Filing Application at LTB – by fax or online (note: can take several days to process)	\$35.00

- Client agrees the above fees **do not include disbursements** (i.e. Board fees, Court fees, Witness fees, mailing costs, bank fees, etc.) **or communications** with client, LTB, witnesses, tenant and/or representative, **billed in 1/10th hour increments at \$175.00 hour.**
- Client agrees the **review of documents not prepared by us are subject our hourly rate, billed in 1/10th of an hour increments.**
- Client agrees that photo copies are billed at \$0.25 per page (black & white), \$0.50 per page (colour); collating is \$5.00 per document; tabs are \$0.34 each.
- Client agrees that H.S.T. will be added to the above fees; **Invoices are to be paid upon receipt; Over-due interest is 12% annually and discounts provided on invoices will not apply after the invoice due date and client owes the invoice amount plus the discounts.** Client agrees that if we have to sue to get our invoice paid, \$350.00 plus HST will be added to the outstanding amount for time spent attempting to secure payment and for pre-litigation services.

Printed Name of Client

Signature of Client **with date**

Printed Name of WITNESS

Signature of WITNESS