



Landlord and Tenant Advisory Board

Nova Plaza, 8904 – 118 Avenue
Edmonton, AB T5B 0T6

Please contact us at 780-496-5959

Landlord and Tenant Advisory Board

**Invites you to
register for the Landlord Course**

2016 Landlord Course Dates:

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|------------------------|------------------------|
| • January 14, 21 & 28 | • June 2, 9 & 16 |
| • January 9 & 16 | • June 4 & 11 |
| • February 11, 18 & 25 | • September 8, 15 & 22 |
| • February 20 & 27 | • September 10 & 17 |
| • March 10, 17 & 24 | • October 6, 13 & 20 |
| • March 12 & 19 | • October 15 & 22 |
| • April 7, 14 & 21 | • November 3, 10 & 17 |
| • April 2 & 9 | • November 19 & 26 |
| • May 5, 12 & 19 | • December 1, 8 & 15 |
| • May 7 & 14 | |

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The Landlord Course scheduled during regular office hours includes 3 morning sessions on the dates indicated, from 9:00 am to 12:00 noon each morning over a three week period. **Registration Fee: \$100**

The Landlord Course offered Saturdays is comprised of two consecutive Saturdays, from 9:30 am to 3:00 pm **Registration Fee: \$125**

The Landlord and Tenant Advisory Board Landlord Course is presented in three parts:

Part 1: Getting Started

- *Knowing what the Residential Tenancies Act says*
- *Identifying trouble situations*
- *Best business practices*
- *Prevent conflicts*
- *Obligations and rights of landlords and tenants*
- *Tenancy Agreements*

Part 2: During the Tenancy

- *Rent*
- *Landlord's Right of Entry*
- *Repairs and Maintenance*
- *Visitors and Occupants*
- *Sublets and Assignment*
- *Resolving and Preventing Disputes*
- *Effective Communication*

Part 3: Ending the Tenancy

- *Landlord Obligations*
- *Tenant Obligations*
- *How to Terminate a Tenancy*
- *No Fault Termination of Tenancy*
- *Substantial Breaches*
- *Notices*