



ReloFact: Lease Liability

This ReloFact explains Rent/Lease Liability. For additional information, please refer to article 7.03 of the Relocation Directive.

The information provided in this document is made available in the form of a general guide and is to be used for information purposes only. The Relocation Directive remains the authority for the reimbursement of all relocation expenses and you are encouraged to review the directive for eligibility prior to incurring any expenses.

What is Rent/Lease Liability?

If you are required to terminate your lease prior to the lease expiration date due to a posting, your landlord may charge a termination penalty. If you incur lease liability, you may be entitled to a reimbursement of up to the maximum amount charged under the applicable provincial Tenants Act.

Lease liability charges are calculated based on your load or clean day (whichever is later) for the remaining period of paid vacancy, reimbursed from the [Core Component](#).

Example:

- Origin lease responsibility ends August 31st
- Rent at origin is \$1200.00
- Cleaning date at origin is June 14th

Calculation:

- From June 14th to June 30th = 17 days
- $\$1200/30 \text{ days in June} = \$40.00 \text{ per day} \times 17 \text{ days} = \underline{\$680.00}$
- July & August = 2 months' x \$1200 = \$2400.00
- Lease Liability entitlement will be \$3080.00

Note: Once you have received your official notification of your posting, you should contact your landlord to advise that you will be terminating your lease agreement.

Documents required for reimbursement

The following documents will be required for the reimbursement of rent/lease liability:

- Your origin lease agreement
- A lease termination letter
- Proof of payment to confirm rent has been paid
- Confirmation of your pack/load days from Furniture & Effects dept.