TENANT COMPENSATION REPORT

Applicant

As per the Saanich Tenant Protection Bylaw, please submit this report when applying for permits (including demolition permit or building permit) related to the demolition of rental unit(s) included in the associated Tenant Assistance Plan. **Permits will not be issued until the Tenant Compensation Report has been reviewed and approved.**

Site Details	
Development Permit Number *Please include your project's Form and Character and Tenant Protection Development Permit Number(s)*	
Site Address	

Tenant Relocation Coordinator	
Name	**Organization**
Phone	**Email**

Property Owner	
Name	**Signature**

TENANT COMPENSATION REPORT

Engagement Summary

Please summarize the communications and engagement with eligible tenants since the submission of the initial Tenant Assistance Plan, including frequency and type.

TENANT COMPENSATION REPORT

Assistance and Compensation Summary

Please provide details of the assistance offered to each eligible tenant as per the table below:

Unit #	Has Tenant Already Given Notice/Vacated? (Y/N)	Move-Out Date	Total Rent Compensation Due ($)	Rent Compensation Paid? (Y/N/partial)	Moving Cost Compensation Paid? (Y/N)	Interest in ROFR? (Y/N)	Relocation Housing Options (*list location and rental price*) Please Indicate Any Accepted Options.	Additional Compensation Due? (Y/N)
							1	
							2	
							3	
							1	
							2	
							3	
							1	
							2	
							3	
							1	
							2	
							3	
							1	
							2	
							3	

TENANT COMPENSATION REPORT

Unit #	Has Tenant Already Given Notice/Vacated? (Y/N)	Move-Out Date	Total Rent Compensation Due ($)	Rent Compensation Paid? (Y/N/partial)	Moving Cost Compensation Paid? (Y/N)	Interest in ROFR? (Y/N)	Relocation Housing Options (*list location and rental price*) Please Indicate Any Accepted Options.	Additional Compensation Due? (Y/N)
							1	
							2	
							3	
							1	
							2	
							3	
							1	
							2	
							3	
							1	
							2	
							3	
							1	
							2	
							3	

TENANT COMPENSATION REPORT

Additional Assistance Summary

Please summarize any additional assistance that has been provided to vulnerable tenants.

Unit #	Requested Additional Assistance? (Y/N)	Description of Assistance Provided and/or yet to be Provided

TENANT COMPENSATION REPORT

Unit #	Requested Additional Assistance? (Y/N)	Description of Assistance Provided and/or yet to be Provided

TENANT COMPENSATION REPORT

Remaining Assistance to be Provided

Please summarize any further assistance yet to be provided to eligible tenants (for example ROFR and associated moving costs).

TENANT COMPENSATION REPORT

Staff Use Only

Staff comments on Tenant Compensation Report.

Does this Tenant Compensation Report meet the Saanich Tenant Protection Bylaw requirements?

☐ Yes ☐ No

Application Reviewed by: _____ Date: _____