

— SOUND FAMILIAR? —

A defective notice is not a setback. It is a restart.

LTB Intake & File Checklist — Lawyer Edition (Ontario) · five matter types · one file · opens in your browser

- ✓ **The notice claims one figure, the ledger shows another.** Nobody reconciled them before service — and the whole file may start again.
- ✓ **The arrears “ledger” is a shoebox of e-transfers.** Post-notice payments were never recorded, dated, or reconciled.
- ✓ **The eviction order arrived Friday.** The enforcement date was never ascertained — and every remaining option is measured from it.
- ✓ **The names on the notice don’t match the lease** — and nobody checked the unit description either.

The tool flags all four while you type — and 70 more. Every critical flag opens a practice note: what to watch for, why it comes up, and what you should check.

STATES NO DEADLINE

You ascertain each window from the current Board and court sources; live counters keep it in front of you. An eviction file opens with one demand: obtain the order and read the clock today.

LEDGER AS THE FILE

Month-by-month arrears built from bank records, post-notice payments recorded and dated, and a notice-to-ledger cross-check that fires before service — to the dollar.

HONEST BY DESIGN

It never states the law, a rate, or a deadline. It tells you which questions to ask — and where to confirm the answers yourself.

Try everything free for 14 days

ltb-intake.pages.dev

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