

For information regarding other properties for lease:  
<http://www.toronto.ca/realestate/forlease.htm>

**Office Use Only****Application No.:**

Application Date:

**Prospective Tenant Information**

First Name		Last Name		Company Name (if applicable)	
Street No.	Street Name		City/Town	Province	Postal Code
Telephone No.		Fax No.	E-mail Address		

Street No.	Street Name		City/Town	Province <b>ON</b>
Major Street Intersection			Property Listing No. (if applicable)	

Additional Details

**Continue on next page**

35-0001 2012-01

## Expression of Interest to Lease City Property

### Proposed Use and Terms

Please include a site plan and pictures and/or map of area (hand drawn is acceptable as long as the subject property and streets are identifiable). If application is sent by e-mail, add file as an attachment.

Use of Property

Amount of Area to be Leased (square metres/feet)	Term		Commencement Date (yyyy-mm-dd)
	Years	Months	

Additional Major Terms and Conditions

### Submit Application

**Mail:** City of Toronto, Leasing & Site Management Unit, 55 John Street, 2nd Floor, Toronto, Ontario M5V 3C6

**Fax\*:** 416-392-1880

**E-mail:** [lease@toronto.ca](mailto:lease@toronto.ca)

\* Sending personal information by fax is not a secure means of transmission. It is recommended the completed application be returned by mail.

The prospective tenant acknowledges that the City of Toronto does not pay any broker commission fees. This application is not an offer or a contract and does not bind the City of Toronto or the prospective tenant in any way. Its purpose is for interested parties to demonstrate their wish to lease property from the City of Toronto and to initiate correspondence on the matter. The Expression of Interest collects only business contact information and solely used for informational purposes.

After the deadline for receiving the Tenant's Information Statement, Leasing & Site Management will review the Expression of Interest and contact the prospective tenant to confirm whether or not The City of Toronto will proceed to negotiate a Lease Agreement. The City of Toronto reserves the right to negotiate with only those parties that the City of Toronto so determines in its sole discretion.

**All leases are subject to approval by the relevant City of Toronto authorities.**

Confirmation of receipt of the application will be returned within 5 to 7 business days following the submission date.

Real Estate Services, Leasing & Site Management Unit collects the information on this form to process an expression of interest in leasing a property from the City of Toronto. Questions about this collection can be directed to the Revenue Supervisor, Real Estate Services at Metro Hall, 55 John Street, 2nd Floor, Toronto, Ontario, M5V 3C6, or by telephone at 416-392-6860.