

# CARBON MONOXIDE ALARM ACKNOWLEDGMENT FORM

Building Address: \_\_\_\_\_  
Owner / Manager Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Owner / Manager Email: \_\_\_\_\_ Date: \_\_\_\_\_

I, the tenant of \_\_\_\_\_, acknowledge that an operating carbon monoxide (CO) alarm, plug-in, hard-wired, or battery operated, is installed in accordance with **Ontario Fire Code (OFC) 2.16.2.1.**, which states:

- (1) If a fuel burning appliance or a fireplace is installed in a suite of residential occupancy, a carbon monoxide alarm shall be installed adjacent to each sleeping area in the suite.
- (2) If a fuel-burning appliance associated with building services is installed in a building, but not within a suite of residential occupancy, a carbon monoxide alarm shall be installed
  - (a) in the service room or area where the appliance is installed
  - (b) adjacent to each sleeping area in each suite of residential occupancy that has a common wall or common floor/ceiling assembly with the service room or area where the appliance is installed, and
  - (c) adjacent to sleeping rooms that are not within a dwelling unit
- (3) If a building contains a storage garage, a carbon monoxide alarm shall be installed
  - (a) adjacent to each sleeping area in each suite of residential occupancy that has a common wall or common floor/ceiling assembly with the service room or area where the appliance is installed and
  - (b) adjacent to sleeping rooms not within a dwelling unit
- (4) A carbon monoxide alarm shall
  - (a) be permanently connected to an electrical circuit with no disconnect switch between the overcurrent device and the carbon monoxide alarm, or
  - (b) be battery-operated
  - (c) be plugged into an electrical receptacle

The owner/manager has instructed me on how to test the CO alarm and has provided me with a copy of the manufacturer's maintenance procedures as per **OFC 6.3.4.4**, which states:

**The landlord of each rental suite shall give the tenant a copy of the carbon monoxide alarm manufacturer's maintenance instructions or approved alternative maintenance instructions.**

I know that if any of the following conditions occur, I am required by law to contact the owner/manager at the phone number and/or email address provided above, as per **OFC 6.3.4.5.**, which states:

- (1) A tenant of a rental suite shall notify the landlord as soon as the tenant becomes aware that
  - (a) a carbon monoxide alarm in the unit is disconnected, or
  - (b) a carbon monoxide alarm in the unit is not operating, or
  - (c) the operation of a carbon monoxide alarm in the unit is impaired.

I also understand that if anyone disables the CO alarm(s), they will be prosecuted under the Fire Protection and Prevention Act (FPPA) for disabling a CO alarm, as per **OFC 6.3.4.6**, which states:

**No person shall disable a carbon monoxide alarm.**

I acknowledge that the owner/manager is required to replace the CO alarm(s) within the time frame indicated in the manufacturer's instructions and/or the sticker date located on the CO alarm.

Additionally, the owner/manager shall test the CO alarm(s) in accordance with **OFC 6.3.4.8.**, which states:

- (2) The landlord shall test carbon monoxide alarms annually and after ever change in tenancy.
- (3) The landlord shall test battery-operated carbon monoxide alarms after the battery is replaced.
- (4) The landlord shall test carbon monoxide alarms that are connected to an electrical circuit after any change is made to the electrical circuit.

I acknowledge that it is the responsibility of both the owner/manager and the tenant to be familiar with all provisions of the OFC that pertain to the unit being rented, and that failure to comply with any portion of the OFC could result in prosecution under the FPPA.

\_\_\_\_\_  
Owner/Manager - Print Name

\_\_\_\_\_  
Tenant - Print Name

\_\_\_\_\_  
Owner/Manager - Signature

\_\_\_\_\_  
Tenant - Signature