



HOW TO SHOW A PROPERTY WITH TENANTS

According to *The Residential Tenancies Act, 2006*

Disclaimer: This document is a simplified summary of select sections of The Residential Tenancies Act 2006. While every effort has been made to provide an accurate overview without interpretation, there may inherently be elements of interpretation. This summary is not a substitute for the actual legal texts or professional legal advice. If you have questions or need clarification on any points, please consult the Office of Residential Tenancies or seek advice from a qualified lawyer. This document is not intended as legal advice.

Understanding Who the Landlord Is and Their Right to Access

Under The Residential Tenancies Act, 2006, the term “landlord” includes not only the property owner but also any representative or agent acting on their behalf — such as a property manager or licensed real estate agent. This means that both can legally serve notices to the tenant. The Act also gives the landlord the right to enter the rental unit, provided they give proper written notice. This right applies even if the tenant does not respond or refuses entry.

When showing a tenant-occupied property to a prospective buyer, the landlord must either:

- (a) obtain the permission of the tenant to show the property; or
- (b) give them at least 24 hours' and not more than 7 days' written notice.

For the notice to be lawful:

1. It must be written.
2. It must state the reason for entering.
3. It must state the date and time of entry with a maximum access period of 4 hours.
4. The date of access must not be a Sunday or day of worship for the tenant.
5. Time of access must be between 8:00AM and 8:00PM.

Hello John,

This is to provide you with 24 hours' written notice that we will be entering your rental unit for the purpose of showing it to a prospective buyer from 10:00 AM to 10:30 AM on Monday, September 2, 2025.

Please let me know if you have any concerns.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
6:00AM							
7:00AM							
8:00AM							
4 Hour Period		ACCESS					
8:00PM							
9:00PM							
10:00PM							

□ = RESTRICTED ACCESS □ = POTENTIAL ACCESS ■ = ACCESS

Approved form:

The approved form is titled *Notice of Entry* and is attached to this document. While the ORT recommends that landlords always use approved forms, a clear text message or email that includes all the required information is generally sufficient. However, if a tenant is uncooperative or there is any uncertainty, it's best to serve the formal *Notice of Entry* to ensure compliance.

Be courteous:

While there's no law mandating courtesy, always knock before entering a tenant's space and give them time to answer. A simple thank you after a showing can foster goodwill and cooperation for future visits. Find the balance between your lawful right to enter and their desire for quiet enjoyment and respect. It is crucial for navigating this transition which can be quite inconvenient for them.

If you have any questions, feel free to contact us.

If you would like to speak directly with the provincial governing body, contact:

The Office of Residential Tenancies Phone: (888) 215-2222 Email: ort@gov.sk.ca

Notice of Entry

Office of Residential Tenancies

The Residential Tenancies Act, 2006 [Section 45], The Residential Tenancies Regulations, 2007 [Section 7]

Questions about your rights?

Contact the Office of Residential Tenancies at 1-888-215-2222 or ORT@gov.sk.ca or visit Saskatchewan.ca/ort

Rental Unit Address:

Tenant(s) Legal Name(s):

To the tenants noted above of

Address of Rental Unit

You are hereby given notice that your landlord/agent will be entering your rental unit on DD/MM/YYYY between the times HH:MM and HH:MM . The purpose for entering is as follows:

Date Printed:

Signature of landlord and/or Agent

Landlord/Agent Legal Name:

Landlord/Agent Mailing Address:

Landlord/Agent Email:

Landlord Contact Information

INFORMATION

Notice of Entry – General:

Unless a tenant gives permission to enter, or a tenant appears to have abandoned the unit, or an emergency exists that requires entry to protect life or property, landlords must provide at least 24 hours to seven days' written notice to enter a rental unit.

The written notice must include the following:

- the purpose for entering; and
- the date and time of the entry.

A landlord may only provide a maximum four-hour period between 8 a.m. and 8 p.m. to enter the unit.

Notice of Entry – Prospective Tenants:

Once tenants have provided notice to end the tenancy, or the fixed term tenancy agreement is set to end within two months, landlords must provide at least two hours' notice to enter a rental unit to show to prospective tenants, unless the tenant gives permission to enter, or the landlord and tenant have agreed to other reasonable terms. A landlord may only enter between 8 a.m. and 8 p.m. and may not enter on a Sunday or day of religious worship for the tenant.

Notice may be by telephone or electronic mail. If a tenant has not provided a telephone number or electronic mail address, landlords may post the notice of entry on the door of the rental unit and include the date and time of entry. The notice must be posted no later than the time of entry.

Notice of Entry – Prospective Purchaser:

Unless a tenant gives permission for the landlord to enter the unit, a landlord must provide 24 hours' notice of entry. A landlord may only enter between 8 a.m. and 8 p.m. and may not enter on a Sunday or day of religious worship for the tenant.