

Read the Instructions carefully before completing the Form. Print or Type in Block or Uppercase.

**Part 1: General Information**

**Tenants' Names and Addresses**

Tenant 1: First Name  Male  Female Initial

Tenant 1: Last Name

Tenant 2: First Name  Male  Female Initial

Tenant 2: Last Name If there are more than 2 tenants, complete a Schedule of Parties form and file it with this application

Mailing Address (if different from the address of the rental unit covered by this application)

Unit Number City Province Postal Code

Day Phone Number Evening Phone Number Fax Number

E-mail Address

**Rental Unit Covered by this Application**

Street Number Street Name

Street Label Direction Unit Number

City Province Postal Code

**Landlord's Name and Address**

First Name  Male  Female  Company Initial

Last Name If there is more than 1 landlord, complete a Schedule of Parties form and file it with this application

Street Address

Unit Number City Province Postal Code

Day Phone Number Evening Phone Number Fax Number

E-mail Address

**Related Applications**

List the file numbers of any other applications to the Tribunal that relate to the same rental unit. File Number 1 - File Number 2

The Ontario Rental Housing Tribunal collects the personal information requested on this form under section 172 of the *Tenant Protection Act, 1997*. This information will be used to determine applications under this Act. After an application is filed, all information may become available to the public. Any questions about this collection may be directed to a Customer Service Representative at 416-645-8080 or toll-free at 1-888-332-3234.

For Office use only : File Number:  -



## Part 2: Reason for Your Application

I am applying because the landlord has not repaired or maintained the rental unit or the residential complex, or has not complied with health, safety, housing or maintenance standards.

Describe the problem, the date it began and whether it is ongoing.

Indicate when you first informed the landlord about the problem:

<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
dd		mm		yyyy			

## Part 3: Remedies

Shade the appropriate box to indicate which of the following orders you want the Tribunal to make. Note: If the Tribunal decides in your favour, it may decide to make a different order than what you chose below.

**I want the Tribunal to:**

1. Order that the landlord must pay me a rent abatement of \$ ,  .

Explain how you determined this amount:



**Part 3: Remedies (Cont'd)**

If your property was damaged, destroyed or disposed of because of the landlord's failure to repair or maintain the rental unit or the complex, you can also ask the Tribunal to include remedy 2 in the order.

2. Order that the landlord must pay me compensation of \$   ,    .   for my repair or replacement costs.

Describe how your property was damaged, destroyed or disposed of and explain how you determined this amount:

If you had expenses because the landlord did not repair or maintain the rental unit or the complex, you can also ask the Tribunal to include remedy 3 in the order.

3. Order that the landlord must pay me compensation of \$   ,    .

Explain how you determined this amount:

4. Authorize the repairs I did and order the landlord to pay me \$   ,    .   for the cost of the repairs.

Explain how you determined this amount:



Part 3: Remedies (Cont'd)

- 5. Authorize me to do the repairs and order the landlord to pay me their cost.
- 6. Order the landlord to do the work.

Specify the work you want the landlord to do:

- 7. Order that the tenancy be terminated on: 

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 / 

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 / 

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dd     mm     yyyy
- 8. Other.

Explain what other order you want the Tribunal to make:

## Part 4: Signature

**Tenant's/Agent's Signature**    Tenant    Agent

**Date**

		/			/				
dd			mm			yyyy			

If you are an agent, you must provide the following information:

First Name	Initial	
Last Name		
Title		
Company Name		
Mailing Address		
Unit Number	City	Province
Postal Code	Phone Number	Fax Number
E-mail Address		

**Important Information** 1. Once the tenant files this application with the Tribunal, the Tribunal will give the tenant a Notice of Hearing. The tenant must give the landlord a copy of the application and the Notice of Hearing at least 10 calendar days before the hearing.

Once the tenant has given the landlord a copy of the application and the Notice of Hearing, the tenant must file a Certificate of Service with the Tribunal showing how and when the tenant gave the documents to the landlord.

2. A Tribunal mediator may contact the landlord and tenant about resolving this application through mediation instead of the formal hearing process. If mediation takes place and the parties resolve the dispute by agreement, the hearing will not be held. If no agreement is reached, the hearing will take place as scheduled; it will not be delayed.
3. It is an offence under the *Tenant Protection Act* to file false or misleading information with the Ontario Rental Housing Tribunal.
4. The Tribunal can order either the landlord or the tenant to pay the other's cost related to the application.
5. The Tribunal has Rules of Practice that set out rules related to the application process, and Interpretation Guidelines that explain how the Tribunal might decide specific issues that may arise in an application. You can purchase a copy of the Rules and Guidelines from your local Tribunal office or view them online at [www.orht.gov.on.ca](http://www.orht.gov.on.ca).
6. For further information you may contact the Ontario Rental Housing Tribunal at **416-645-8080** or toll-free at **1-888-332-3234**. Or, you may visit the Tribunal's web site at [www.orht.gov.on.ca](http://www.orht.gov.on.ca).



