16 Dispute resolution request (Form 16)

Residential Tenancies and Rooming Accommodation Act 2008
(Sections 402 and 416)

rta residential tenancies authority

1 Address of rental property (rooming accommodation: include room number)

	Postcode

Rental bond number

2 Who is lodging this dispute request? ☐ Owner ☐ Property manager ☐ Tenant/s ☐ Resident/s

1. Full name/trading name		Phone
Email	☐ tick if you agree to receive RTA notices by email	Mobile
Postal address		Postcode
2. Full name/trading name		Phone
Email	☐ tick if you agree to receive RTA notices by email	Mobile
Postal address		Postcode

3 The RTA can help you with: *(mark all that apply)*

☐ Writing/reading help ☐ Auslan or signed English ☐ Interpreter service, specify language

4 Has the tenant or resident left the property? ☐ No ☐ Yes ➤ Date vacated

5 Who is the dispute with? ☐ Owner ☐ Property manager ☐ Tenant/s ☐ Resident/s

1. Full name/trading name	Phone
Email	Mobile
Postal address	Postcode
2. Full name/trading name	Phone
Email	Mobile
Postal address	Postcode

6 The dispute is about: ☐ Bond ☐ Rent arrears ☐ Repairs ☐ Entry ☐ Claim greater than bond ☐ Tenancy database

☐ Other (give details)

7 Have you spoken to the other person about the problem? ☐ Yes ☐ No

8 Have you issued/received any notices?

☐ *Notice to remedy breach* (Form 11, R11)   ☐ *Notice to leave* (Form 12, R12)   ☐ *Notice of intention to leave* (Form 13, R13)

Expiry date ____   Expiry date ____   Expiry date ____

9 Authorisation

I agree to the RTA starting a dispute resolution process. I acknowledge the RTA may contact the other person/s with my name and dispute details. Everyone requesting conciliation must sign below.

Print name/s	Signature/s	Date
1.		
2.		

The RTA is not liable for any losses that occur if you provide incorrect information.

Email form to bonds@rta.qld.gov.au, or post to RTA GPO Box 390 Brisbane Q 4001

(cc) (i) BY