

- This application is being made under the *Manufactured Home Park Tenancy Act*  
 This application is being made under the *Residential Tenancy Act*

#RTB – 12-T

**DISPUTE ADDRESS: Address of the rental unit or manufactured home site in the dispute**

<input type="text"/> unit/site #	<input type="text"/> street # and street name	<input type="text"/> city	<input type="text" value="BC"/> province	<input type="text"/> postal code
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If additional space is required to list all parties, use and attach the *Schedule of Parties* (form RTB-26)**TENANT(S) INFORMATION: Applicant(s) - the person applying for dispute resolution**

<input type="text"/> 1st applicant first and middle name(s)	<input type="text"/> 1st applicant last name
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<input type="text"/> 2nd applicant first and middle name(s)	<input type="text"/> 2nd applicant last name
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provide one email address for primary applicant

**Email is not for service of documents. RTB will send decision/orders by email unless you ask RTB to send by a different method at the hearing.**

**Applicant Address: Address for service of documents or notices - where material will be given personally, left, faxed or mailed**

<input type="text"/> unit/site #	<input type="text"/> street # and street name	<input type="text"/> city	<input type="text"/> province	<input type="text"/> postal code
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<input type="text"/> daytime phone	<input type="text"/> phone	<input type="checkbox"/> fax <input type="checkbox"/> other
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- Yes, I can receive my Notice of Dispute Resolution Proceeding Package by email and print copies for serving  
 Yes, a *Schedule of Parties* (form RTB-26) is being used to add more Applicants to this application and is attached  
 Yes, the Mailing Address is different from the Applicant Address, and is attached

**LANDLORD(S) INFORMATION: Respondent(s) - the other party to the dispute**

If entry is a business name, use 'last name' field box to enter the full legal business name

<input type="text"/> 1st respondent first and middle name(s)	<input type="text"/> 1st respondent last name or full legal business name
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<input type="text"/> 2nd respondent first and middle name(s)	<input type="text"/> 2nd respondent last name
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provide one email address, if known, for primary landlord

**Email is not for service of documents. RTB will send the decision by email unless the Landlord asks RTB to send by a different method at the hearing.**

**Respondent Address: Address for service of documents or notices - where material will be given personally, left, faxed or mailed**

<input type="text"/> unit/site #	<input type="text"/> street # and street name	<input type="text"/> city	<input type="text"/> province	<input type="text"/> postal code
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<input type="text"/> daytime phone	<input type="text"/> phone	<input type="checkbox"/> fax <input type="checkbox"/> other
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- Yes, a *Schedule of Parties* (form RTB-26) is being used to add more Respondents to this application and is attached  
 Yes, the Mailing Address is different from the Respondent Address, and is attached

**TO FILE THIS APPLICATION:**

Submit your application and a copy of your available evidence in-person to:

- Burnaby Residential Tenancy Branch: 400 – 5021 Kingsway or any Service BC Office

Do not give a copy of the Application to the Respondent(s) until the Residential Tenancy Branch accepts it and you pay the application fee or obtain a fee waiver.

**RTB use only – date stamp & initial**

Your personal information is collected under section 26 (a) and (c) of the *Freedom of Information and Protection of Privacy Act* for the purpose of administering the *Residential Tenancy Act* and *Manufactured Home Park Tenancy Act*. If you have any questions regarding the collection of your personal information, please call 604-660-1020 in Greater Vancouver; 250-387-1602 in Victoria; or 1-800-665-8779 elsewhere in B.C.

I am no longer living in the rental unit and the tenancy ended on:

**Note:** If you are still living in the rental unit, please continue below.

If you have vacated the rental unit, continue with Section D on next page.

day	month	year

**This application is being filed in response to a related dispute at the same address.**

**Note:** If this application is not in response to a related dispute, please continue below.

File number:

## SECTION A: Disputing a Notice to End Tenancy

Select the **Notice to End Tenancy** that you want to dispute (attach a copy of the Notice):

- I want to dispute a 10 Day Notice to End Tenancy Issued for Unpaid Rent or Utilities (form RTB-30)
- I want to dispute a One Month Notice to End Tenancy for Cause or End of Employment (form RTB-33)
- I want to dispute a Two Month Notice to End Tenancy Issued for Landlord's Use of Property or Because Tenant Does Not Qualify for Subsidized Rental Unit (form RTB-32)
- I want to dispute a Twelve Month Notice to End Tenancy for Conversion of a Manufactured Home Park (form RTB-31)

**When was the Notice to End Tenancy referred to in this application served?**

This is the date the landlord served the notice (which may not be the date you received the notice). This information may be included at the bottom of page one of the *Notice to End Tenancy*. If that information is not provided, enter the date you believe the landlord served the notice.

day	month	year

How was it served?

## Request for Extension of Time

**Are you filing your application after the dispute period indicated on the notice and requesting more time to file the application? You must have a serious and compelling reason why your application is submitted late. You must be prepared to show an arbitrator why you were unable to file your application within the allowable time.**

- Allow tenant more time to make an application to cancel a *Notice to End Tenancy*

**You must describe why you are disputing the notice(s)**

In two or three sentences, describe why you are disputing the notice(s). Include any dates, times, people or other information that says who, what, where and when the issue arose or the event occurred. Attach a separate sheet if necessary. Any additional sheets must be numbered and signed.

## SECTION B: Repairs, services/facilities, and access to the unit

- I need the landlord to make emergency repairs for health or safety reasons. I have contacted the landlord to make the repairs but they have not been completed
- I want repairs made to the unit, site or property. I have contacted the landlord in writing to make repairs but they have not been completed
- I want the landlord to allow access to the unit or site for me and/or my guests
- I want the landlord to provide services or facilities required by the tenancy agreement or law
- I want to obtain an order of possession of the rental unit or site

**You must describe why these repairs, services/facilities, or access to the unit is being requested**

In two or three sentences, describe the issue. Include any dates, times, people or other information that says who, what, where and when the issue arose or the event occurred. Attach a separate sheet if necessary. Any additional sheets must be numbered and signed.

### SECTION C: Restrictions to the landlord or other action sought

- I want to suspend or set conditions on the landlord's right to enter the rental unit or site
- I want authorization to change the locks to the rental unit
- I want the landlord to return my personal property
- I want to be allowed to assign or sublet and the landlord's permission has been unreasonably withheld
- I want the landlord to comply with the Act, regulation and/or the tenancy agreement

**You must describe why this restriction to the landlord or order action is being requested**

In two or three sentences, describe the issue. Include any dates, times, people or other information that says who, what, where and when the issue arose or the event occurred. Attach a separate sheet if necessary. Any additional sheets must be numbered and signed.

### SECTION D: Monetary or rent issue

- I want to dispute a rent increase that is above the amount allowed by law
  - I want to reduce rent for repairs, or for services or facilities agreed upon but not provided in the amount of \$
  - I want compensation for my monetary loss or other money owed in the amount of \$
  - I want to be paid back for the cost of emergency repairs that I made during the tenancy in the amount of \$
  - I want part or all of my security or pet damage deposit back in the amount of \$
- The total request for the Monetary Order is: \$**

**You must describe why this monetary order or rent reduction is being requested**

In two or three sentences, describe the issue. Include any dates, times, people or other information that says who, what, where and when the issue arose or the event occurred. Provide a detailed calculation of any monetary claim below or attached using *Monetary Order Worksheet* (form RTB-37). Attach a separate sheet if necessary. Any additional sheets must be numbered and signed.

### SECTION E: Other

- Other issue not referenced elsewhere (for example, jurisdiction) (please specify below)

**If you selected "Other" above, you must describe the issue.**

**Note: This claim may be used for claims regarding jurisdiction or other claims not specifically referenced elsewhere.**

In two or three sentences, describe the issue. Include any dates, times, people or other information that says who, what, where and when the issue arose or the event occurred. Attach a separate sheet if necessary. Any additional sheets must be numbered and signed.

## SECTION F: Recover filing fee

Request for the cost of the filing fee to be recovered from the landlord

**For applications with multiple applicants only**, the primary applicant for this dispute is:  1st applicant  2nd applicant

**For applications with multiple applicants only:** I certify by signing this application that I have the authority to act as the primary applicant for this dispute and that I will share all communication about this dispute with the other applicant(s).

I certify that I am the applicant or an authorized agent of the applicant, that all of the information that was provided in this application is true, correct and complete to the best of my knowledge and I understand it is a legal offense to provide false or misleading information to the Residential Tenancy Branch.

**Signature:**

last name

**Date:**

day

month

year

first and middle name(s)

### FOR MORE INFORMATION

RTB website: [www.gov.bc.ca/landlordtenant](http://www.gov.bc.ca/landlordtenant)

Public Information Lines 1-800-665-8779 (toll-free) Greater Vancouver 604-660-1020

Victoria 250-387-1602