

APPLICATIONS UNDER RESIDENTIAL TENANCIES ACT 1997- CHECKLIST FOR TENANTS

CHECKLIST

- ACT Civil and Administrative Tribunal application form completed in full.
- Copy of the Tenancy Agreement along with any additional clauses.
- A Statement of Particulars in support of your application.

APPLICATIONS BY TENANT/S

EXCESSIVE RENT INCREASE

- Details of current rent payable.
- Copy of notice advising of rent increase
- Details of any hardship.

BOND DISPUTES

- Bond Lodgment Form
- Any correspondence between parties
- Any receipts for cleaning/gardening etc

TERMINATION OF TENANCY

- Copy of notice of intention to vacate
- Details of any hardship (if applicable)
- Details of breaches of lease by lessor (if applicable)

COMPENSATION OR MAINTENANCE

- Copies of letters sent to lessor
- Monetary amount of compensation being sought (eg: 10% of rent for 13 weeks)

PLEASE NOTE: When lodging an application, the Tribunal requires your application along with a copy for each respondent and one for yourselves at the time of lodgement. A copy of the application will be forwarded to the respondent, so any confidential information should not be included.