



Policy Number: 08-004
Subject: Mediation Agreement Converted to an Order
Chapter: Orders of Director

Legislation	s. 45, 47.(1)
Definitions	Mediated Agreement: A written agreement that a landlord and a tenant entered into after the parties mediated a settlement of a dispute.
Purpose	The purpose of this policy is to outline the procedure for converting a mediated agreement into an Order, when one of the parties fails to comply with the terms of the agreement.
Policy	Where the terms and conditions of a mediated agreement have not been met, a party to that agreement may apply to have that agreement converted to an order. An order converted from a mediated agreement is not subject to appeal.
Procedure Overview	To have a mediated agreement converted to an order, a party to the agreement would complete an Application for Certification . Once received, the Residential Tenancies Office may immediately issue a certified order concerning the matters that have not been complied with in the mediated agreement. The Residential Tenancies Office will serve that certified order to all the parties named in the order. A copy of the certified order is saved to the case file.
Forms & Form Letters	Application for Certification Order of Director Order of Possession Order to Sheriff to Deliver Possession of Property
X-Reference	See section 08-002 of this manual - Certification of Orders See section 01-007 of this manual - Mediation
Policy Developed	September, 2000
Last Revision	January, 2002 January, 2024



Other Resources	<u>Guide for Landlords and Tenants – Dispute Resolution</u>
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