

Instructions

- Use this form when you want to inform the tenant that you want repairs to be completed within a reasonable time.
- Under Section 10.(1)2. a tenant is responsible to keep the residential premises clean and to repair damage caused deliberately by or through negligence of the tenant or a person permitted on the residential premises by the tenant.
- If a tenant fails to abide by this requirement of the Residential Tenancies Act, a landlord has a right to request the tenant to make repairs within a time period not less than 3 days.
- If the tenant does not make repairs within a reasonable amount of time, the landlord has a right to make application to the Residential Tenancies Office seeking a variety of remedies including the following:
 - an Order requiring the tenant to make repairs; or
 - an Order directing a tenant to pay the landlord an amount of as compensation for damages.

Service Requirements (Section 35(2))

- The landlord's request for repairs may be delivered to the tenant by:
 - sending it electronically where: (i) it is provided in the same or substantially the same form as the written notice or document; (ii) the tenant has provided an electronic address to receive documents, and (iii) it is sent to that electronic address;
 - giving it personally to the tenant;
 - giving it to a person 16 years of age or older who apparently lives with the tenant;
 - posting it in a conspicuous place on the tenant's premises;
 - placing it in the tenant's mailbox or under a door in the tenant's premises;
 - sending it to the tenant by prepaid registered mail or prepaid express post or by courier service at an address (i) provided by the landlord or (ii) where the tenant carries on business.
- Where the landlord's request for repairs is sent electronically as indicated above, it will be considered served on the day it is sent if it is sent before 4pm. If the notice is sent after 4pm, it will be considered to be served on the next day which is not a weekend or statutory holiday.
- Where the landlord's request for repairs is sent by registered mail or express post, it will be considered to be served on the 5th day after mailing.

Access to Information and Protection of Privacy

- Service NL collects personal information relating to landlords and tenants under the authority of the Residential Tenancies Act, 2018. Personal information collected by the Government of Newfoundland and Labrador is protected under Section 40(1) of the Access to Information and Protection of Privacy Act, 2015. If you require more information please contact the Director of Residential Tenancies at (709) 729-2660.

Landlord's Request for Repairs

Residential Tenancies Act 2018



Part 1 To: Tenant Information		
Name Tenant #1	Name Tenant #2	
Part 2 From: Landlord Information		
Landlord Name		
Part 3 Residential Premises Address		
Street Number and Name		Apartment Number
City or Town	Province NL	Postal Code
Part 4 Repairs Requested		
<p>I request your attention to make the following repairs to the rental unit identified above:</p> <p>1. _____</p> <p>2. _____</p> <p>3. _____</p> <p>4. _____</p> <p>5. _____</p> <p>I request that these repairs be completed on or before: _____ (month day, year)</p>		
Part 5 Landlord Signature		
Landlord Signature	Date (month day, year)	