Instructions

- Use this form when you want to inform the landlord that you want repairs to be completed within a reasonable time.
- Under Section 10.(1)1. a landlord is responsible to maintain the residential premises in a good state of repair and fir for habitation during the tenancy. The landlord is also required to abide by municipal, provincial and federal laws concerning health, safety and housing.
- If a landlord fails to abide by this requirement of the Residential Tenancies Act, a tenant has a right to request the landlord to make repairs within a reasonable period of time.
- If the landlord does not make repairs within a reasonable amount of time, the tenant has a right to make application to the Residential Tenancies Office seeking a variety of remedies including the following:
  - an Order requiring the landlord to make repairs;
  - an Order directing a landlord to deduct from the rent, an amount as compensation for inconvenience until the landlord makes the required repairs; or
  - an Order requiring the tenant to pay rent in trust to the Residential Tenancies office until the landlord makes the required repairs
- The Residential Tenancies Office will not accept an Application for Dispute Resolution seeking repairs to be completed by the landlord unless the following conditions are met:
  - a copy of the Tenant's Request for Repairs has been served on the landlord and the landlord has failed to make the repairs within a reasonable amount of time;
  - the tenant provides verification that the Tenant's Request for Repairs was served on the landlord; and
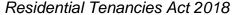 - the tenant's rent is not in arrears.

Service Requirements (Section 35(1))

- The tenant's request for repairs may be delivered to the landlord 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 landlord has provided an electronic address to receive documents, and (iii) it is sent to that electronic address;
  - giving it personally to the landlord;
  - giving it to a person 16 years of age or older who apparently lives with the landlord;
  - posting it in a conspicuous place on the landlord's premises;
  - placing it in the landlord's mailbox or under a door in the landlord's premises;
  - sending it to the landlord by prepaid registered mail or prepaid express post or by courier service at an address (i) where rent is payable; (ii) provided by the landlord or (iii) where the landlord carries on business.
- Where the tenant'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 tenant'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.

Tenant's Request for Repairs

Residential Tenancies Act 2018

Newfoundland
Labrador

Part 1	To: Landlord Information

Landlord Name

Part 2	From: Tenant Information

Name Tenant #1	Name Tenant #2

Part 3	Address of Residential Premises

Street Number and Name	**Apartment Number**

City or Town	**Province** **NL**	**Postal Code**

Part 4	Repairs Requested

I request your attention to make the following repairs to the rental unit identified above:

1. _____

2. _____

3. _____

4. _____

5. _____

I request that these repairs be completed on or before:_____
(month day, year)

Part 5	Tenant Signature

Tenant Signature	Date (month day, year)