

# 16 Dispute resolution request (Form 16)

Residential Tenancies and Rooming Accommodation Act 2008  
(Sections 402 and 416)



Tenants and property owners/managers are encouraged to agree on solutions together. The RTA recommends you have a conversation with the other party and [attempt self-resolution before you apply](#).

Rental bond number

1 Does your dispute relate to COVID-19?  Yes  No

2 Have you spoken to the other party about the problem?  Yes  No

3 Have you/your tenants vacated the rental premises?  No  Yes Date vacated

4 Has your tenancy ended/been affected by domestic and family violence?  No  Yes

5 Address of rental property (if rooming accommodation, include room number)

<input type="text"/>	
<input type="text"/>	Postcode <input type="text"/>

6 Who is lodging this dispute request?  Owner  Property manager  Tenant/s  Resident/s

1. Full name/trading name	<input type="text"/>	Phone	<input type="text"/>
Email	<input type="text"/>	<input type="checkbox"/> tick if you agree to receive RTA notices by email	Mobile <input type="text"/>
Postal address	<input type="text"/>		Postcode <input type="text"/>
2. Full name/trading name	<input type="text"/>	Phone	<input type="text"/>
Email	<input type="text"/>	<input type="checkbox"/> tick if you agree to receive RTA notices by email	Mobile <input type="text"/>
Postal address	<input type="text"/>		Postcode <input type="text"/>

7 Do you need the RTA's help with: (mark all that apply)

Writing/reading help  Auslan or signed English  Interpreter service, specify language

8 Who is the dispute with?  Owner  Property manager  Tenant/s  Resident/s

1. Full name/trading name	<input type="text"/>	Phone	<input type="text"/>
Email	<input type="text"/>	Mobile	<input type="text"/>
Postal address	<input type="text"/>		Postcode <input type="text"/>
2. Full name/trading name	<input type="text"/>	Phone	<input type="text"/>
Email	<input type="text"/>	Mobile	<input type="text"/>
Postal address	<input type="text"/>		Postcode <input type="text"/>

9 The dispute is about:  Bond  Rent arrears  Repairs  Entry  Claim greater than bond  Tenancy database

Other (give details)

10 Have you issued/received any notices?

Notice to leave (Form 12, R12) Expiry date

Notice of intention to leave (Form 13, R13) Expiry date

Notice to remedy breach (Form 11, R11) Expiry date

Notice ending tenancy/residency interest (domestic and family violence) (Form 20, R20) Expiry date

11 Reason Notice issued:

12 Authorisation

I agree to the RTA starting a dispute resolution process. I acknowledge the RTA may contact the other person/s with my name and dispute details. Everyone requesting conciliation must sign below.

Print name/s

Signature/s

Date

1.	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>

The RTA is not liable for any losses that occur if you provide incorrect information.

Email form to [bonds@rta.qld.gov.au](mailto:bonds@rta.qld.gov.au), or post to RTA GPO Box 390 Brisbane Q 4001

The RTA is collecting your personal information for the purpose of carrying out the RTA's functions under the Residential Tenancies and Rooming Accommodation Act 2008 and may provide your information to QCAT and other bodies. For more information see RTA website.

