

# Notice to leave – Rooming accommodation (Form R12)

Residential Tenancies and Rooming Accommodation Act 2008  
(Sections 366, 369–372, 374 and 384)



## 1 Address of the rental property

Room no.			
			Postcode

## 2 Notice issued by Manager/provider Agent

Full name/trading name	Phone

## 3 Notice issued to

Full name/s

1.	
2.	
3.	

## 4 Notice issued (see overleaf for grounds/reasons)

- without grounds  
 with grounds (provide details below)

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## 5 Notice issued on

Day	Date	Method of issue (e.g. email, post, in person)

## 6 Resident/s must vacate the property by midnight on

Day	Date	(minimum notice periods apply – see overleaf)

If you do not leave by this date, it may be lawful for the agent or manager/provider, and anyone helping them, to use necessary and reasonable force to remove you and your property from the residence, in the presence of a police officer.

## 7 Signature of the agent or manager/provider issuing this notice

Print name	Signature	Date



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The manager/provider or agent gives this notice to the resident/s when they want them to vacate the property by a certain date.

Information about residents' rights and obligations are included in the rooming accommodation agreement.

There may be one of several reasons (grounds) for giving the notice. If the resident/s dispute the reason given, they should try to resolve the matter with the agent or manager/provider first. If agreement cannot be reached, the RTA's dispute resolution service may be able to assist – visit [rta.qld.gov.au](http://rta.qld.gov.au) or phone 1300 366 311.

If the resident has caused a serious breach, the agent or manager/provider can ask the resident, in writing, to leave immediately.

The manager/provider or agent may also apply directly to Queensland Civil and Administrative Tribunal (QCAT) for a termination order in certain circumstances.

When serving notices by post, the sender must allow time for the mail to arrive when working out notice periods.

## Minimum notice periods

Grounds (reasons)	Rooming accommodation
Unremedied breach – rent arrears – resident less than 28 days	Immediately
Unremedied breach – rent arrears – resident 28 days or more	4 days
Unremedied breach – general	2 days
Compulsory acquisition	2 months
Employment termination or entitlement to occupy for employment ends	1 month
Mortgagee in possession	30 days
Serious breach	Immediately
Property destroyed or made completely or partly unfit to live in	Immediately (notice must be given within 1 month of the event)
Death of a sole resident (parties can agree on an earlier date)	7 days
Without grounds*	Periodic – 30 days Fixed-term – Later of 14 days or the day the agreement ends

\*Parties can agree to end earlier but it must be agreed in writing.

## Grounds for which this notice may not be used

Repeated breaches by resident	By QCAT order
Abandonment	7 days <sup>^</sup> or by QCAT order
Excessive hardship	By QCAT order

<sup>^</sup>An [Abandonment termination notice](#) is used when the property manager/provider or agent wants to end a rooming accommodation agreement because they believe the property has been abandoned.