

Notice to remedy breach (Form 11)

Residential Tenancies and Rooming Accommodation Act 2008
(Section 325)



Name/s and address

| | |
|--|----------|
| | |
| | |
| | |
| | Postcode |

1 Address of the rental property

| | |
|--|----------|
| | Postcode |
|--|----------|

2 Notice issued by Property owner Property manager Tenant/s

| Full name/trading name | Phone |
|------------------------|-------|
| 1. | |
| 2. | |
| 3. | |

3 Notice issued to Property owner Property manager Tenant/s

| Full name/trading name |
|------------------------|
| 1. |
| 2. |
| 3. |

4 Details of the breach

| |
|--|
| |
|--|

5 If this notice is given for rent arrears

| | | |
|-----------------------|--------------------------------|---|
| Date rent was paid to | Number of days rent is overdue | Amount of rent owing on the date this notice was issued* |
| <input type="text"/> | <input type="text"/> | \$ <input type="text"/> * any new rent due during the breach process must be paid on time |

6 Notice issued on

| | | |
|----------------------|----------------------|---|
| Day | Date | Method of issue (e.g. email, post, in person) |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

7 Date the breach must be remedied by

| | |
|----------------------|---|
| <input type="text"/> | (Minimum notice periods apply – see overleaf) |
|----------------------|---|

8 Signature/s of the person/people issuing the notice

| 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"/> |
| 3. <input type="text"/> | <input type="text"/> | <input type="text"/> |

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Either the tenant/s or the property owner/manager can fill out this form if they believe the other has breached the tenancy agreement.

If the other person **does not agree** there has been a breach, they should try and resolve it with the person who issued the notice. If agreement cannot be reached, the RTA's dispute resolution service may be able to assist – phone 1300 366 311.

Whoever receives this notice will need to address the problem within the specified timeframe.

Minimum notice periods

| | | |
|---------------------|----------------|---|
| Residential tenancy | Unpaid rent | 7 days if rent has been unpaid for 7 days |
| | General breach | 7 days |

| | | |
|---------------------------|----------------|---|
| Moveable dwelling tenancy | Unpaid rent | 5 days if rent has been unpaid for 7 days |
| | General breach | 7 days |

Do not send this form to the RTA. Give this form to the person/s you believe are in breach and keep a copy for your records.

