Social Justice Tribunals Ontario

Providing fair and accessible dispute resolution

Landlord and Tenant Board

Request to Re-open an Application

File Number of application to be re-opened:

Part 1: General Information

Requester's Information

◯ Landlord ◯ Co-op ◯ Tenant ◯ Co-op Member ◯ Other Party

First Name

Last Name

Mailing Address

Unit/Apt./Suite | Municipality (City, Town, etc.) | Prov. | Postal Code

Day Phone Number ( ) - | Evening Phone Number ( ) - | Fax Number ( ) -

Rental Unit or Co-op Member Unit Covered by this Request

Street Number | Street Name

Street Type (e.g. Street, Avenue, Road) | Direction (e.g. East) | Unit/Apt./Suite

Municipality (City, Town, etc.) | Prov. | Postal Code

Other Parties to the Application

◯ Landlord ◯ Co-op ◯ Tenant ◯ Co-op Member ◯ Other Party

First Name

Last Name

Mailing Address

Unit/Apt./Suite | Municipality (City, Town, etc.) | Prov. | Postal Code

Day Phone Number ( ) - | Evening Phone Number ( ) - | Fax Number ( ) -

If there is more than one other party, complete a Schedule of Parties form with their names and addresses (including the unit numbers) and file it with the application.

Related Applications

List the file numbers of any other applications to the Board that relate to the same rental unit.

File Number 1 | **File Number 2**

v. 30/11/2015

Under section 185 of the *Residential Tenancies Act, 2006*, the Landlord and Tenant Board has the right to collect the personal information requested on this form. We use the information to resolve your application. After you file the form, your information may also be available to the public. If you have questions about how the Board uses your personal information, contact one of our Customer Service Officers at **416-645-8080** or **1-888-332-3234 (toll free).**

Part 2: Reasons for Re-Opening your Application

The application for the above address was resolved by *(choose one of the following)*:

- ◯ a mediated agreement that was reached with the assistance of a Board Mediator,
- ◯ a consent order for a repayment plan, issued under section 206 of the *Residential Tenancies Act, 2006.*

I am requesting that the application be re-opened because *(choose one of the following)*:

- ◯ 1. the other party did not meet a term of the mediated agreement or the consent order,
- ◯ 2. the other party forced me to enter into the agreement or gave me false or misleading information on purpose that had a material effect on the mediated agreement or the consent order.

Explanation of Reason

If you chose reason #1, state specifically which terms of the agreement were not met and how they were not met. If you chose reason #2, explain what happened.

Attach additional sheets if necessary.

Part 3: Signature

Signature ◯ Requester ◯ Representative ◯ Other

First Name

Last Name

Phone Number

( ) -

Signature	Date (dd/mm/yyyy)

Representative Information (if applicable)

Name	LSUC #	Company Name (if applicable)	
Mailing Address			Phone Number
Municipality (City, Town, etc.)	Province	Postal Code	Fax Number

Important Information:

1. A request to reopen an application that was resolved by a **mediated agreement** must be made within **one year** of the date the agreement was signed. The request can be filed by any party to the agreement. The person who makes the request must attach a copy of the mediated agreement.

2. A request to reopen an application that was resolved by a **consent order** under section 206 must be made no later than **30 days** after:
   - the tenant's failure to meet a term of the order, or
   - the date the order was made, on the basis that the other party coerced them or deliberately misled them.

3. When a party files this request with the Board, the Board will schedule a hearing and give the parties a Notice of Hearing.

4. It is an offence under the *Residential Tenancies Act, 2006* to file false or misleading information with the Landlord and Tenant Board.

5. For further information, you may contact the Landlord and Tenant Board at **416-645-8080** or toll-free at **1-888-332-3234**. Or you may visit the Board's website at **sjto.ca/LTB**.

OFFICE USE ONLY: File Number

Delivery Method: ◯ In Person ◯ Mail ◯ Courier ◯ Email ◯ Efile ◯ Fax FL

Request for Accommodation or French-Language Services

Shade the appropriate boxes to indicate whether you need accommodation under the Ontario *Human Rights Code*, or French-language services, or both. We will include the information in your application file. The file may be viewed by other parties to the application.

☐ **Accommodation Under the Ontario *Human Rights Code***

The Board will provide accommodation for *Code* related needs to help you throughout the application and hearing process in accordance with the Social Justice Tribunals Ontario policy on accessibility and accommodation. For example, you may need a sign-language interpreter at your hearing. We may contact you about your request. You can obtain a copy of the policy at SJTO.ca.

Please explain: What accommodation do you need?

☐ **French-Language Services**

The Landlord and Tenant Board will assign a bilingual adjudicator to be in charge of the hearing. We will also arrange for a French-English interpreter to attend the hearing.