

# Tenant

## Bond Dispute Checklist

Residential Tenancy Commissioner

### Details of Bond

Bond No

Property Address

### Updated Tenant Contact Details

New Address

Telephone

Email Address

### Reason for Property Owner / Agent Claim

**Rental Arrears**

- . Rent receipts / bank account statements  Attached

**Cleaning / Gardening Repairs**

- . Ingoing and outgoing condition reports  Attached
- . Cleaning / gardening receipts  Attached
- . Photographs of the property  Attached

**General**

- . List of reasons why you believe the property owner/agent is not entitled to the bond.  Attached
- . Any other documentation which supports your claim. This may include:
  - Letters, emails etc between you and the property owner / agent  Attached
  - Notices, Court Orders etc.  Attached
  - Reports from professionals (electrician, plumber, builder)  Attached
- . Completed Bond Claim Form (including bank account details)  Attached  Previously lodged

**NOTE: Please do not provide original documents as all documents provided to the Office of the Residential Tenancy Commissioner will be retained.**