

# 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\*

/	/
---	---

--

\$	
----	--

\* 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)

--

/	/
---	---

--

### 7 Date the breach must be remedied by

/	/
---	---

(Minimum notice periods apply – see overleaf)

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

Print name/s

Signature/s

Date

1.
----

--

/	/
---	---

2.
----

--

/	/
---	---

3.
----

--

/	/
---	---

# Notice to remedy breach (Form 11)

Residential Tenancies and Rooming Accommodation Act 2008  
(Section 325)

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.**

