

## Annexure F(j)

### Unlawful entry

Reference number: Emats

21/3/1/

Relevant questions to be completed by the:	<b>Complainant (Tenant)</b>	<b>Respondent (Landlord)</b>
	<b>Name:</b>	<b>Name:</b>
I declare myself willing to have the dispute resolved through facilitation by the Tribunal, as a first attempt to have the dispute resolved (Circle your answer)	Yes / No	Yes / No
<b>1. Managing Agent</b>		
1.1. Is an agent managing the property for the owner?		
1.2. Name of Agency		
1.3. Name of the Principle of the Agency		
1.4. Name of Agent		
1.5. Does a written mandate exist?		
1.6. Please attach copy of mandate		
1.7. If no written mandate exists – what were the terms of the verbal mandate according to the agent?		
1.8. If no written mandate exists – what were the terms of the verbal mandate according to the landlord?		
<b>2. Lease Agreement</b>		
2.1. Please attach copy of lease agreement		
2.2. Date property was occupied by tenant		
2.3. Date property was vacated by tenant		
2.4. If no lease agreement was signed, what were terms of verbal agreement?		
<b>3. Unlawful entry</b>		
3.1. When did the landlord enter the property?		
3.2. What were the reasons for entering the property?		

3.3. Why was the entry of the property deemed unlawful?		
3.4. Did the landlord/agent give reasonable notice to enter the property?		
3.5. How and when was the tenant notified?		
3.6. What actions did the tenant take after the landlord/agent entered the property?		
3.7. What relief do you seek from this complaint?		
<b>4. General</b>		