



Dispute Resolution Services

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Residential Tenancy Branch
Office of Housing and Construction Standards

DECISION

Dispute Codes OPR-DR

This matter proceeded by way of an *ex parte* Direct Request Proceeding pursuant to section 55(4) of the *Residential Tenancy Act* (the “*Act*”) and dealt with an Application for Dispute Resolution filed by the Landlord for an order of possession based on unpaid rent.

In an *ex parte* Direct Request Proceeding, the onus is on the landlord to ensure that all submitted evidentiary material is in accordance with the prescribed criteria and that such evidentiary material does not lend itself to ambiguity or give rise to issues that may need further clarification beyond the purview of a Direct Request Proceeding. If the landlord cannot establish that all documents meet the standard necessary to proceed via the Direct Request Proceeding, the application may be found to have deficiencies that necessitate a participatory hearing, or, in the alternative, the application may be dismissed.

In this case, the Landlord submitted a 10 Day Notice to End Tenancy for Unpaid Rent or Utilities dated March 2, 2021 indicating \$1,150.00 in unpaid rent (the “10 Day Notice”).

Section 52 of the *Act* confirms that to be effective a notice to end tenancy given by a landlord must be in the approved form. In this case, the 10 Day Notice submitted into evidence is in a 2-page form that was no longer approved or in use at the time it was issued. The current form is a 3-page document and is available on the Residential Tenancy Branch website.

Considering the above, I order that the 10 Day Notice is cancelled and is of no force or effect. As a result, the Landlord’s request for an order of possession is dismissed without leave to reapply. To obtain relief, a new notice to end tenancy that complies with the *Act* must be issued.

This decision is made on authority delegated to me by the Director of the Residential Tenancy Branch under Section 9.1(1) of the *Residential Tenancy Act*.

Dated: May 10, 2021

Residential Tenancy Branch