



# Dispute Resolution Services

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Residential Tenancy Branch  
Office of Housing and Construction Standards

A matter regarding KOOTENAY VALLEY HELICOPTERS LTD. and [tenant name suppressed to protect privacy]

## **DECISION**

**Dispute Codes**      **OPR-DR**

### **Introduction**

This matter proceeded by way of an *ex parte* Direct Request Proceeding, pursuant to section 48(4) of the *Manufactured Home Park Tenancy Act* (the *Act*), and dealt with an Application for Dispute Resolution to obtain an Order of Possession based on unpaid rent.

This decision is written based on the Application for Dispute Resolution, evidence, and submissions provided by the applicant on April 6, 2022.

The applicant submitted a copy of two Proof of Service Notice of Direct Request Proceeding forms which declare that on April 14, 2022, the applicant sent each tenant the Notice of Dispute Resolution Proceeding - Direct Request by registered mail to the rental unit. The applicant provided a copy of two Canada Post Customer Receipts containing the tracking numbers to confirm they served the tenants.

Based on the written submissions and evidence of the applicant and in accordance with sections 82(1) and 83 of the *Act*, I find that the Direct Request Proceeding documents were served on April 14, 2022 and are deemed to have been received by the tenants on April 19, 2022, the fifth day after they were mailed.

### **Issue to be Decided**

Is the applicant entitled to an Order of Possession for unpaid rent pursuant to sections 39 and 48 of the *Act*?

### **Background and Evidence**

I have reviewed all written submissions and evidence before me; however, only the evidence and submissions relevant to the issues and findings in this matter are described in this decision.

The applicant submitted the following relevant evidentiary material:

- a copy of a manufactured home park tenancy agreement which names a landlord who is not the applicant and signed by tenant Mi.T. on September 1, 2005, indicating a monthly rent of \$190.00, due on the first day of each month for a tenancy commencing on July 1, 2005;
- a copy of one Notice of Rent Increase form, showing the rent being increased from \$190.00 to the current monthly rent amount of \$197.50;
- a copy of a 10 Day Notice to End Tenancy for Unpaid Rent or Utilities (the “10 Day Notice”) dated February 16, 2022, for \$14,820.00 in unpaid rent. The 10 Day Notice provides that the tenants had five days from the date of service to pay the rent in full or apply for Dispute Resolution or the tenancy would end on the stated effective vacancy date of February 28, 2022;
- a copy of a witnessed Proof of Service Notice to End Tenancy form which indicates that the 10 Day Notice was posted to the tenants’ door on February 17, 2022; and;
- a copy of a Direct Request Worksheet showing the rent owing during the relevant period.

### Analysis

In an *ex parte* Direct Request Proceeding, the onus is on the applicant 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 applicant 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.

Policy Guideline #39 on Direct Requests provides the following information:

When making an application for dispute resolution through the direct request process, the landlord must provide copies of:

- The written tenancy agreement
- Documents showing changes to the tenancy agreement or tenancy, such as rent increases, or **changes to parties or their agents**
- The Direct Request Worksheet (form RTB-46) setting out the amount of rent or utilities owing which may be accompanied by supporting documents such as a rent ledger or receipt book
- The 10 Day Notice to End Tenancy for Unpaid Rent or Utilities (this is often considered proof that the tenant did not pay rent); and

- Proof that the landlord served the tenant with the 10 Day Notice to End Tenancy for Unpaid Rent or Utilities and, if applicable, the Written Demand to Pay Utilities

I have reviewed all documentary evidence and I find that the landlord's name on the tenancy agreement does not match the landlord's name on the Application for Dispute Resolution. There is also no evidence or documentation showing that the applicant is the owner of the rental property or is otherwise entitled to any orders that may result from this application.

As this is an *ex parte* proceeding that does not allow for any clarification of the facts, I have to be satisfied with the documentation presented. The discrepancy in the landlord's name raises a question that cannot be addressed in a Direct Request Proceeding.

For this reason, the applicant's request for an Order of Possession based on unpaid rent is dismissed with leave to reapply.

#### Conclusion

I dismiss the applicant's request for an Order of Possession based on unpaid rent with leave to reapply.

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

Dated: May 13, 2022

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Residential Tenancy Branch