

Notice to remedy breach (Form 11)

Residential Tenancies and Rooming Accommodation Act 2008
(Section 325)



1 Address of the rental property

	Postcode

2 Notice issued by Property owner Property manager Tenant/s

Full name/trading name

Phone

	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

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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.	
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2.	
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3.	
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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 – visit rta.qld.gov.au or 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.



Other languages: You can access a free interpreter service by calling the RTA on 1300 366 311 (Monday to Friday, 8.30am to 5.00pm).