



Tenants must use this form to request approval from the property owner to attach a fixture or make a structural change in their rental property. Tenants should complete a separate form for each request.

For more information about your rights and responsibilities, please see our Attaching fixtures and structural changes webpage. On this form, the term property owner refers to the lessor, property manager or manager/provider who has the authority to act on behalf of the property owner.

When submitting this request by post, the sender must allow time for the mail to arrive when calculating the date the property owner must respond by (item 6).

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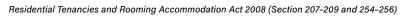
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Proposed location (if applicabl			
Specify the exact location of the	e fixture or structural change.		
Reason for request			
Explain why the fixture or struct	ural change is necessary or de	sirable.	
Date this request is sent			
Day	Date	Method of sending request (e.g. email, post, in p	erson)
		inethica of containing request (eigh email), post, in p	
Date the property owner mus	t respond by		
	ust be within 28 days after recei	iving request)	
(IIIC	ist be within 20 days after recei	iving request)	
Tenant/s acknowledgment			
	onerty owner may impose reaso	onable conditions to this approval	
T doknowledge that the pre	perty owner may impose reason	shable conditions to this approval	
Tenant signature/s			
Print name/s		Signature/s	Date
1.			
2.			
3.			





operty owner to complete request approval		
Will the tenant be required to maintain the fixture? Yes Now	No	
perty owner approval		
Approved		
Denied		
If approved, the lessor may impose the following conditions:		
Does the approval require agreement by the body corporate Ye	es No	
perty owner signature Print name	Signature	Date
	Signature	
Approved  Denied  If approved, the body corporate imposes the following conditions  Body corporate signature  Print name	s. Specify conditions, if none, write N/A.  Signature/s	Date
ditional terms		

Residential Tenancies and Rooming Accommodation Act 2008 (Section 207-209 and 254-256)



#### Important information

- If a property owner does not respond to the request within 28 days after receiving the request, the tenant does not have permission to proceed with the requested fixtures or structural changes. Instead a tenant may consider applying for free and impartial dispute resolution through the Residential Tenancies Authority (RTA).
- If the issue remains unresolved after attempting dispute resolution through the RTA, the tenant may take the matter to the Queensland Civil and Administrative Tribunal (QCAT). QCAT can make a legally binding decision regarding the request to attach a fixture or make structural changes. When deciding, QCAT will consider the following:
  - o Safety, security, and accessibility: consider whether the proposed fixture or structural change would improve the safety, security, and accessibility of the property for the tenant.
  - o Removal and restoration: evaluate whether the fixture or structural change can be removed at the end of the tenancy, and if the property can be restored to its original condition.
  - o Impact on property value: determine if the proposed change would add value to the property and whether the lessor may treat it as an improvement.
  - o Building approvals: check if any building approvals are required for the proposed fixture or structural change.
  - o Qualified tradesperson: assess whether the change needs to be installed by a qualified tradesperson.
  - o Body corporate approval: if the property is part of a body corporate scheme, confirm whether approval is needed for the fixture or structural change.
  - o Extent of structural change: for structural changes, consider how much the proposed change will alter the property.
  - o Other relevant matters: take into account any other factors the tribunal deems relevant.



**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).

