

Record number

Application number

## ADDRESS OF DWELLING IN QUESTION

No.	Street	Apt.	City / Municipality	Postal code
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## IDENTIFICATION OF PARTIES

**Plaintiff 1**  Lessor  Lessee  Other (specify) \_\_\_\_\_

Last name		First name		
No.	Street	Apt.	City / Municipality	Postal code
Telephone (home)	Telephone (work)	Fax	Email	

**Plaintiff 2**  Lessor  Lessee  Other (specify) \_\_\_\_\_

Last name		First name		
No.	Street	Apt.	City / Municipality	Postal code
Telephone (home)	Telephone (work)	Fax	Email	

**Defendant 1**  Lessor  Lessee  Other (specify) \_\_\_\_\_

Last name		First name		
No.	Street	Apt.	City / Municipality	Postal code
Telephone (home)	Telephone (work)	Fax	Email	

**Defendant 2**  Lessor  Lessee  Other (specify) \_\_\_\_\_

Last name		First name		
No.	Street	Apt.	City / Municipality	Postal code
Telephone (home)	Telephone (work)	Fax	Email	

Reinstatement of the above-mentioned application on the roll is required because:

- This case was struck from the roll at the hearing on:  
(applicable fees)  Year  Month  Day
- This case was postponed indefinitely at the hearing on:  Year  Month  Day
- This case was suspended.

## NOTIFICATION OF THE APPLICATION TO THE OTHER PARTIES

- When it is notified, the application will be accompanied by the exhibits.
- When it is notified, the application will be accompanied by the list of exhibits available on request, at no cost to the other parties.

Date of filing

Plaintiff  Defendant  Other \_\_\_\_\_ (specify)

Year  Month  Day  Block letters  Signature \*

Year  Month  Day  Block letters  Signature \*

Information clerk code

*\*I understand that my application is deemed to have been made under oath.*

## INFORMATION ON NOTIFICATION

The plaintiff must, **after filing the application with the Tribunal administratif du logement**, notify a copy to each party. When it is notified, the application must be accompanied by the exhibits supporting it or a list of the exhibits indicating that they are available on request. Proof of notification and a list of the exhibits must be filed in the record of the Tribunal.

The Tribunal may refuse to convene the parties to a hearing as long as the documents (list of exhibits and proof of notification) have not been filed in the record.

If proof of notification of the application is not filed within **45 days after the application is filed**, the application expires and the Tribunal closes the record. However, if you are convened within that time period, you must bring proof of notification to the hearing, if it has not already been filed in the record. When sending proof of notification to the Tribunal, clearly indicate the record number(s) and the names of the parties concerned on each document.

Notification can be made by registered mail, by bailiff, in person by a courier service, by technological means, or by any appropriate method that provides the notifier with proof that the document was received. If the plaintiff is unable to notify using one of these methods, the Tribunal administratif du logement may authorize another mode of notification at any time.

## CHANGE OF ADDRESS

You must notify the Tribunal and the other parties, without delay, of any change of address that occurs during the proceedings.

A party who fails to give notice of his or her change of address may not apply for revocation of a decision rendered against that party by invoking the fact that he or she did not receive the notice of hearing, if this notice was sent to the party's former address.