

Third Party application to RTB for landlord address details

Please note that the application below must be completed **in full** in block capitals or typed –

- It must be signed and posted to the Residential Tenancies Board. E-mail or telephone requests are not accepted.
- Be made by the **person** who is directly and adversely affected by the alleged conduct i.e. not a representative or a residents' committee.
- The RTB will consider the application and will respond in writing by letter to such a request. The RTB cannot provide landlord address details if a tenancy is not registered but will initiate registration enforcement procedures. Whether or not a tenancy is registered can be checked on the published register on www.rtb.ie.
- The information on this form will not be disclosed to the landlord or the tenant(s). However, in the event of a subsequent third party application for Dispute Resolution, the Dispute application form (including the applicant's name but not address) and all supporting documentary evidence will be copied in full to the landlord and tenant(s), who will be invited to attend the Dispute Resolution Hearing.

1. Name of third party applicant:

2. Home address of third party applicant:

3. Telephone No. of third party applicant:

4. Address of rental dwelling:

5. Please detail the alleged breach of tenant(s) obligations under Section 16 of the Residential Tenancies Act (**see Appendix 1**) in the box below and specify which obligation(s) under the Act has been breached.

6. Please specify how the applicant is directly and adversely affected by the landlord's alleged failure to address the above breach in the box below (including details of the distance between the applicant's property and the rental dwelling). Please also specify efforts made by you to date to directly contact the landlord.

I confirm the above information, provided by me, to be true and accurate and I undertake that any landlord contact details supplied to me by the RTB under Section 77(3) of the Residential Tenancies Act will be used solely by me for the purposes of attempting to communicate with the landlord of the above rental dwelling in order to resolve the matters specified above.

Signed: _____

Date: _____

**Please post this form to: Third Party Information Requests, Registration Section,
Residential Tenancies Board, PO Box 47, Clonakilty, County Cork.**