Tenant Complaint Form

Toronto Community Housing

Name of Tenant	
Tenant's Address	
Telephone #	Client #

Type of Complaint (please check)

☐ **Maintenance** ☐ **Harassment**

☐ **About a tenant**

☐ **About staff**

☐ **Community Safety** ☐ **Other**

Date Incident Occurred: _____ Time Incident Occurred: _____

Location: _____

Description of Incident: Please tell us what happened in as much detail as possible.

Tell us how this incident affected you:

(Attach additional pages if necessary)

If this incident results in an application under the Residential Tenancies Act, 2006 at the Landlord and Tenant Board, are you willing to act as a witness at the Board? ☐ Yes ☐ No

Tenant Signature: _____ Date: _____

For Staff Use Only EasyTrac Number:_____ EasyTrac Assigned to: ☐ OU Manager ☐ TSC ☐ Other Resolved ☐ Yes ☐ No	Review ☐ Yes ☐ No New EasyTrac (for appeal) created #_____ Resolved ☐ Yes ☐ No