

Change of lessor, agent or manager/provider (Form 5)

Residential Tenancies and Rooming Accommodation Act 2008
(Sections 206, 242 and 248)



1 Address of the rental premises (rooming accommodation: include room number)

	Postcode

Rental bond number

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2 Details of the tenants/residents who have contributed to the bond

First name/s	Last name	Phone
1.		
2.		
3.		

3 Details of the previous lessor, agent or manager/provider

Lessor Agent Manager/provider

Full name/trading name	
ABN/ACN	Agent's RTA ID (if known)
Postal address	
	Postcode
Phone	Mobile
Email	

4 Date previous management ended

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5 Signature of the previous lessor, agent or manager/provider

Print name	Signature	Date

6 Details of the new lessor, agent or manager/provider

Lessor Agent Manager/provider

Full name/trading name	
ABN/ACN	Agent's RTA ID (if known)
Postal address	
	Postcode
Phone	Mobile
Email	

7 New management commenced on

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8 Signature of the new lessor, agent or manager/provider

Print name	Signature	Date

The RTA is collecting your personal information for the purpose of carrying out the RTA's functions under the *Residential Tenancies and Rooming Accommodation Act 2008* and may provide your information to QCAT and other bodies. For more information see RTA website.

Return signed form to the RTA—keep a copy for your records.

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This form notifies the Residential Tenancies Authority (RTA) there has been a change of lessor, agent or manager/provider in an ongoing tenancy. It must be completed and signed by the previous and new lessor, agent or manager/provider.

Please provide your full name as shown on your identification.

All relevant fields need to be completed or processing delays may result.

If all signatures are unable to be obtained, please contact the RTA.

The completed form is to be lodged with the RTA. An *Acknowledgement of change* will be sent to the tenant/s or resident/s and the new lessor, agent or manager/provider.

The tenant/s or resident/s must then make future rent payments to the new lessor, agent or manager/provider.

Lodging your form

Forms can be lodged by post, in person Mon–Fri 8:30am – 5pm, by fax or scanned and emailed claimsadmin@rta.qld.gov.au

