



Housing Cambridge

TENANT ISSUE REPORT

If you wish to report a problem with a tenant, staff person or community concerns, please complete and sign this report and submit the top copy to Cambridge Non-Profit Housing Corporation and Home Concept Property Management office located at 780 King Street E, Cambridge ON N3H 3N9.

IF YOUR SAFETY IS THREATENED, CALL POLICE!

Your Name: _____ Phone # _____

Address: _____

If you do not have a phone, how can we contact you? _____

Check One

- This is about personal damage to me (injury, property damage, verbal abuse)
- This is about disturbance of my reasonable enjoyment as defined by the Residential Tenancies Act (RTA) or applicable Bylaws
- Other (explain): _____

What happened?

Tell us everything that happened including dates and times for each incident, the people involved & what you did to resolve the problem. Attach extra pages if necessary.

How often has this happened? _____ Were there other witnesses? Yes No

If so, please encourage them to complete a *Tenant Issue Report*, you are not required to provide their name(s).

Were Police involved? Yes No The Officer's name(s): _____

Did you get a Police Occurrence Number (attach a copy) # _____

I understand that because of confidentiality and the Municipal Freedom of information and Protection of Privacy Act, Cambridge Non-Profit Housing Corporation or Home Concept Property Management staff will not be able to tell me the actions they have taken as a result of this report. I understand that other staff may be consulted to help resolve my concerns.

Signed: _____

Date: _____