



GENERAL INFORMATION

File #:

Hearing Date:

Hearing Time:

AM

PM

Rental Address

File Type:

Recorded:

Yes

No

ADJOURNMENTS

Hearing Member/DRO:

Member Seized:

Yes

No

Peremptory on:

Landlord

Tenant

Reason for Adjournment:

On Consent

Lack of Time (Member Seized)

Service

FLS

Applicant Request

Adjudicator

Technical

Other

Respondent Request

Error

Reconvene

Hear with Another

Scheduling Overflow

Section 82

SCHEDULING DETAILS

Hearing Block Type:

Review

Motion

Urgent

De Novo

Merits

LL Unavailable Dates

(dd/mm/yyyy):

\*\*\*

(Request 3 months)

\*\*\*

TT Unavailable Dates

(dd/mm/yyyy):

\*\*\*

(Request 3 months)

\*\*\*

Hearing Time Required:

(VC Approval if > 1 hr)

VC Sign-off:

Schedule:

Earliest Available Date

Priority

To be Heard With File #:

DO NOT SCHEDULE NEW HEARING DATE BEFORE:

ACCOMMODATIONS:

Interpreter

Telephone Participation

Other Accommodation (see special notes)

\*\*\*SPECIAL NOTES FOR CHAPP ABOUT SCHEDULING\*\*\*

AMENDMENTS / UPDATES

Update Party Info:

L

T

Rep

(Select all those that require changes to be made)

Details on Attendance Sheet

See attached additional information

Other:

ORAL DIRECTIONS/INTERIM ORDER

Oral Directions given at hearing (detail below):

Interim Order to be issued

MEMBER'S NOTES: