



Petition forms

Fill out forms online or download a PDF



90 Days to file a petition for loss of service or rent increase, 120 if RAP notice wasn't given for rent increase



The other party has 35 days to respond. Both parties can submit and view documents up to 7 days before the hearing.



Submission

Submit completed forms and supporting documents online, by mail, or in person.



Case assignment

RAP assigns a case number, analyst, hearing officer and hearing date.



Notification

RAP informs the other party about the case.



Case review

RAP staff reviews the case file.



Administrative decision

The case can be closed if it has a clear outcome that doesn't require a hearing.



Hearing

Both parties must appear in front of the Hearing Officer.



Usually within 30 days of the hearing, the Hearing Office will review the case and issue a decision.

If resolution not reached



Mediation

If both parties opt in, they can go to mediation to reach a resolution.



Withdrawal

At any point, you can withdraw your petition. The case will be closed.



Hearing decision

About 30 days later, RAP sends the hearing decision to both parties.



Resolution

If both parties settle, they sign a binding agreement.



Administrative appeal decision

The case can be closed if it has a clear outcome that doesn't require an appeal.



Both parties have 20 days to request an appeal.



Appeal

Both parties must appear in front of the Rent Board.



Appeal decision

The Rent Board renders its final decision. Any further appeal would need to be filed in court.