



Request for Adjournment Form 3

MTHLT Case File Number

This form may be used by a party to request an adjournment for a hearing before the Multi-Tenant House Licensing Tribunal (MTHLT).

The information provided on this form and any associated documents is considered an adjudicative record under Municipal Freedom of Information and Protection of Privacy Act, section 27 and is accessible to the public. This means that the form, in its entirety, may be available to the general public on request along with any evidence or other materials you provide for consideration at the hearing and anything else you provide to the MTHLT. A copy of this completed form may be posted as part of the MTHLT agenda on the City's public website. Please keep this in mind when submitting personal information such as names and addresses to the Tribunal.

For inquiries about this collection or information submitted to the MTHLT, please contact the Tribunal Operations Manager at 416-392-5546. For questions about the form or processes, contact the MTHLT general line by telephone at 416-338-7606.

If you would like accessibility supports, accommodation and/or a different format, please contact the Accessibility Coordinator at 416-338-7606.

Part 1: Hearing Information

Hearing Date (yyyy-mm-dd)	Hearing Time	Hearing Format
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Part 2: Requestor Information

First Name		Last Name	
<input type="checkbox"/> Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your single name.			
Single Name			
Corporation Name or Association Name (Association must be incorporated), if applicable			
Position Title (if applicable)		Email	
Street Number	Street Name		Suite/Unit Number
City/Town		Province	Postal Code
Telephone Number			

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Part 3: Reasons for Requesting Adjournment

☐ Check this box if request for adjournment is on consent.

Explain the reasons for requesting an adjournment. Include any relevant documents supporting your request.

Part 4: Proposed New Date for Hearing

Check the applicable box for the preferred hearing format being requested:

☐ Remote

☐ In Person

Note: Adjournment request require Tribunal approval. If granted, although the proposed dates will be considered, the selected date will be based on timeliness, venue, panel member, and party availability.

Part 5: Authorized Signature

A copy of this Request for Adjournment has been served to the other party at the time of filing with the tribunal.

☐ Yes

☐ No

Requestor Name (First, Last or Single)

Requestor Signature

Date (yyyy-mm-dd)