

1. Explain how you have already tried to serve the other party. You must have already tried to serve the other party using the regular methods before making this request.

Attach more sheets, if necessary.

2. What alternative method of service would you like to use? Explain why you think the party will receive the documents using this method. For example, if you want to use email, explain why you believe the party uses the proposed email address and will receive the document.

Attach more sheets, if necessary.

Signature

Landlord Landlord Representative Tenant Tenant Representative Other

First Name	Last Name	LSO #	Phone Number
Signature		Date (dd/mm/yyyy)	

For Board Use Only:

The request to use alternative method of service is: Granted Denied

Reasons:

Approved Method: _____ Deadline for Service: _____

Name of Member: _____ Signature: _____ Date: _____