

## **INCIDENT SUMMARY SHEET**

Clients:

If you are opening a case based on a breach of a rental agreement covenant or a nuisance, we need a detailed description of any situations constituting the breach or nuisance behavior.

Please provide the information requested below for each breach of covenant and/or nuisance incident serving as the basis for the termination notice.

The information is required by law to be included in the termination notice and, in the event any of the information is left unanswered, it will jeopardize the validity of your notice. The more information you provide, the better.

- Date of Incident: \_\_\_\_\_
- Witnesses to Incident:
  1. Name:
  2. Name:
  3. Name:
  4. Name:
- Facts & Circumstances surrounding incident:

- Date of Incident: \_\_\_\_\_
- Witnesses to Incident:
  5. Name:
  6. Name:
  7. Name:
  8. Name:
- Facts & Circumstances surrounding incident:

- Date of Incident: \_\_\_\_\_
- Witnesses to Incident:
  9. Name:
  10. Name:
  11. Name:
  12. Name:
- Facts & Circumstances surrounding incident:

- Date of Incident: \_\_\_\_\_
- Witnesses to Incident:
  - 13.Name:
  - 14.Name:
  - 15.Name:
  - 16.Name:
- Facts & Circumstances surrounding incident:

- Date of Incident: \_\_\_\_\_
- Witnesses to Incident:
  - 17.Name:
  - 18.Name:
  - 19.Name:
  - 20.Name:
- Facts & Circumstances surrounding incident: