

# REAL ESTATE COMPLAINT FORM

## PART A

<input type="radio"/> Mr. <input type="radio"/> Miss	<input type="radio"/> Ms. <input type="radio"/> Mrs.	Name(s) of Person(s) Filing Complaint		
Mailing Address (Street Address/P.O. Box)		City	Province	Postal Code
Telephone - Cell		Telephone - Home (including area code)		
Email Address				
Are you licensed under the <i>Real Estate Services Act</i> ? <input type="radio"/> Yes <input type="radio"/> No		Have you contacted the licensee's managing broker to express your concerns? <input type="radio"/> Yes <input type="radio"/> No Comments _____		

## PART B

List the name (s) of the real estate licensee(s) who are the subject(s) of the complaint.	
Name of Licensee	Name and Address of Brokerage
Name of Licensee	Name and Address of Brokerage
Address of Property Which is the Subject of the Complaint (if applicable)	Date of Transaction or Event Giving Rise to Complaint
Please indicate if you are the seller, buyer, landlord, tenant, strata council, or other. (Please explain.)	
Is this transaction or event the subject of current legal proceedings? If yes, please attach an explanation of the legal proceedings. <input type="radio"/> Yes <input type="radio"/> No	

## PART C

Please give a brief summary regarding the exact nature of your complaint below and attach a more detailed typewritten explanation.											
<p><b>Include CLEAR copies of all documentation to support your complaint, such as:</b></p> <table border="0"> <tr> <td>1. Contract of Purchase and Sale and Addenda</td> <td>6. All relevant correspondence between you and the licensee</td> </tr> <tr> <td>2. Listing or other service agreement</td> <td>7. All documents relating to a rental or strata property management transaction/agreement</td> </tr> <tr> <td>3. Agency disclosure forms</td> <td>8. Witness statements</td> </tr> <tr> <td>4. Property Disclosure Statement</td> <td></td> </tr> <tr> <td>5. Listing information</td> <td></td> </tr> </table>		1. Contract of Purchase and Sale and Addenda	6. All relevant correspondence between you and the licensee	2. Listing or other service agreement	7. All documents relating to a rental or strata property management transaction/agreement	3. Agency disclosure forms	8. Witness statements	4. Property Disclosure Statement		5. Listing information	
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In order to assist VIREB with its investigation, I/we hereby authorize the Vancouver Island Real Estate Board to forward a copy of my/our entire complaint to any licensee who is the subject of my/our complaint, and also to the managing broker of the licensee, for a response to the complaint.											
Date MM/DD/YYYY	Signature of Complainant(s)										

### PRIVACY NOTICE

VIREB collects, uses, and discloses your personal information in accordance with the *Freedom of Information and Protection of Privacy Act* and other applicable legislation.



VANCOUVER ISLAND REAL ESTATE BOARD  
AN ASSOCIATION OF REALTORS®

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REVISED 08/22