**Demand for Payment**

Date:Insert Date Here

Tenant's Name: Insert Your Name  
  
Tenant’s Address:   
Insert Street Address

Insert City, BC  
Insert Postal Code

Landlord’s Name: Insert Your Landlord's Name  
  
Landlord’s Address:

Insert Street Address

Insert City, BC  
Insert Postal Code

Dear Insert Your Landlord's Name*,*

This is a formal demand letter for payment in the amount of Insert Amount of Monetary Order. Please see the attached Monetary Order from the Residential Tenancy Branch (RTB), dated Insert Date Here.

Please provide me with payment in full by Insert a reasonable deadline here by Insert method(s) of payment here. If I have not received your payment by that day, I have the right to enforce the monetary order in Small Claims Court where I can request a payment hearing to find out information about your financial situation. I also have the right to apply to garnish money from your wages and bank accounts, hire a court bailiff to seize and sell your belongings, or register a certificate of judgment against your property at the Land Title Office.

I am hopeful that we can resolve this matter without needing Small Claims Court. Please feel free to contact me if you would like to discuss payment options.

For additional information, please contact the RTB ([gov.bc.ca/landlordtenant](http://www.gov.bc.ca/landlordtenant)) at 604-660-1020 or 1-800-665-8779.

Thank you,

[Signature]

Tenant's Name: Insert Your Name