

# CU LANDLORD/TENANT ADVISORY BOARD

## Case Review Instructions

### **WHAT IS CU LTAB?**

The CU Landlord/Tenant Advisory Board (“LTAB”) consists of six individuals, three landlord representatives and three student/tenant representatives, who are well-versed in residential rental issues. The LTAB was created, in part, to assist landlords and tenants in resolving disputes regarding security deposit issues, repair issues, roommate issues, and/or other common areas of dispute between landlords and tenants.

### **HOW DO I SUBMIT MY CASE FOR REVIEW?**

If you are currently having a dispute with your landlord/tenant/roommate, you may request that the LTAB review your case and issue an opinion which will hopefully assist you in resolving your dispute. To submit a case for LTAB review, simply fill out the attached form and submit it to Off-Campus Student Services at the University of Colorado, UMC Rm 313. Upon submission of the form, your case will be initially screened to determine whether the CU LTAB will be able to assist you and your landlord will be notified of submission of your case for consideration by CU LTAB. Upon acceptance of your case and receipt of any information from your landlord, your case will be reviewed by the entire LTAB for consideration.

### **HOW DOES THE PROCESS WORK?**

The CU LTAB will review cases twice per month during the CU school year and once per month during the summer and winter breaks. Depending on the circumstances of your case, you may be requested to appear before the Board to provide further information or discuss your case in more detail. When your case has been reviewed, a written opinion will be issued as to the resolution of the dispute and suggestions for facilitating such resolution. The written opinion of the LTAB is NOT legal advice nor should be taken as such. Rather, it is the collective opinion of representatives from both sides of the residential rental industry as to a fair resolution of your dispute. Because the opinion is based upon the input from both landlords and tenants, it is a truly bi-partisan review of your case with practical application to assist you in the resolution of your dispute.