

Information for Payment of Rent

For the residential unit at _____, Berkeley, CA _____.

The existing rental agreement requires the rent to be paid to: (Check the applicable boxes)

Name _____

Address _____

City, State, Zip _____ Phone Number _____

By mail.

In person, during the days and hours listed below:

By deposit at the following bank:

Name _____

Address _____

Account Number _____

The rental agreement allows the rent to be paid by:

(Circle those that apply) **Check** **Money Order** **Cash** **Other:** _____

Signature: _____ Date: _____

Civil Code section 1962 requires landlords to provide information to all residential tenants concerning to whom and how rent should be paid. This form is provided by the Berkeley Rent Stabilization Program to assist landlords in complying with the requirements of that law.

Information For Services of Process, Notices and Demands

For the residential unit at _____, Berkeley, CA _____.

Personal service may be effected on the property manager and the owner or the owner's authorized agent at the following addresses:

Property Manager

Name _____

Address _____

City, State, Zip _____ Phone Number _____

Owner or agent authorized to receive services of process, notices and demands:

Name _____

Address _____

City, State, Zip _____ Phone Number _____

Signature: _____ Date: _____

Civil Code section 1962 requires landlords to provide all residential tenants with information about the property manager and the owner or person authorized to accept services of process, notices and demands. This form is provided by the Berkeley Rent Stabilization Program to assist landlords in complying with that law.