

\_\_\_\_\_  
Date

Dear \_\_\_\_\_,  
Landlord

*The Berkeley City Council adopted an ordinance imposing a moratorium on evictions for failure to pay rent due to financial impacts related to COVID-19, and amended it on May 26, 2020. More recently, the Governor signed State Assembly Bill (AB) 3088 into law, which also provides tenants with certain eviction protections.*

I am writing to provide notice that I am unable to pay full rent beginning the month of \_\_\_\_\_ as a result of documented financial impacts caused by COVID-19 or any local, state, or federal government response to COVID-19.

\_\_\_\_\_  
The financial impacts are documented, caused by COVID-19 or any local, state, or federal government response to COVID-19, and include:

- Decrease in household income due to layoffs or reduction of hours**
- Material decrease in household income due to caregiving responsibilities, including child care needs arising from school closures**
- Substantial material out-of-pocket medical expenses**
- Reduction of the number of tenants in a group living arrangement which reduces the ability of the remaining tenants to pay rent**
- Other:**

\_\_\_\_\_  
I understand that I should gather and keep documentation to support my claim and may be required to provide it at a later date.

I understand that, even though I have provided this notice, each time I am served with a 15-day notice to pay rent or quit and a blank declaration of my COVID-19-related financial distress, I must still sign the declaration under penalty of perjury and return it to you within 15 business days, and comply with any other requirements of AB 3088.

I understand my obligation to repay the full amount of rent owed minus any relief provided by the City of Berkeley pursuant to 13.110.030(E) within 12 months after the end of the local state of emergency, or by March 31, 2022, whichever is sooner.

**Any medical or financial information provided in support of my hardship claim must be held in confidence.**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Unit Address