



Rent Stabilization Board

April 6, 2021

Dear Property Owner:

Enclosed is a Notice of Apparent Lawful Rent Ceiling for your property, which lists rent ceilings that have been updated, where applicable, to include the 2021 Annual General Adjustment. It may also provide: 1) the number of bedrooms; 2) the number of occupants permitted within the rent ceiling; 3) the start date of the current tenancy; and 4) the housing services included in the rent ceiling. This Notice is **not** a binding determination; the information is based on the Rent Stabilization Board's records, which are generally very reliable but may not be complete or current.

Please look at the enclosed notice carefully. If information in the Notice is incorrect because a new tenancy was not reported, you must file a Vacancy Registration Form (VR) for each unreported new tenancy. VR forms are available on our website or by contacting our office. You may also report a new tenancy by going to our online registration portal at rentportal.cityofberkeley.info.

We will be mailing a similar Notice directly to your tenants. If you need to report a tenancy, please do so promptly so that your tenants' Notice shows the correct rent ceiling. Outdated rent ceilings can cause misunderstandings because it appears to the tenants that you are overcharging them.

If you believe the information in this Notice is incorrect for some other reason, you can update your rent ceiling information anytime by visiting our website at www.cityofberkeley.info/rent/ and clicking on "My Rent Ceiling." I also encourage you to join our online mailing list and receive information and timely updates! Please visit our website and click "Join Our E-mail Lists."

Completed VR forms and other corrections may be mailed to us at the address below, faxed to us at (510) 981-4910, or emailed to rent@cityofberkeley.info.

Our office remains closed due to the ongoing Shelter in Place order issued by the Berkeley Public Health Officer. If you have questions or need assistance with the information in the Notice, please do not hesitate to contact a housing counselor at (510) 981-7368, Ext. 1, or at rent@cityofberkeley.info.

Sincerely,

A handwritten signature in blue ink that reads "Matt Brown".

Matt Brown

Acting Executive Director

SPANISH translations of this letter can be provided. Please call (510) 981-7368.

Para la traducción en **español** de esta carta, por favor llame al (510) 981-7368.

Update Registration Info Online!

Owners can take care of all registration needs online – including updating tenancy data, claiming exemptions, and paying registration fees.

Go to: rentportal.cityofberkeley.info

COVID-19 Information

Both the City of Berkeley and the California State Legislature have passed laws governing rental property in the wake of the COVID-19 pandemic.

For a comprehensive overview of these and other important topics, please go to the Berkeley Rent Board's home page at www.cityofberkeley.info/rent/ and click on the blue "Important COVID-19 Information" button.

COVID-19 Related Eviction Protections

There is a state law, the COVID-19 Tenant Relief Act, and a local law, Berkeley's Eviction Moratorium, that provide eviction protections during the COVID-19 pandemic. Please visit the Berkeley Rent Board's website for more information on your rights and responsibilities and to find out about programs offering rent relief.

Lease Breaking

The City's Eviction Moratorium (Berkeley Municipal Code Chapter 13.110) allows tenants to terminate leases early without penalties for COVID-19 related financial reasons, or if the tenants are students at a school that has cancelled or limited in-person classes. This right does not eliminate all responsibilities under state law, particularly Civil Code Section 1951.2, but tenants may negotiate with their landlords to permanently remove liabilities associated with the lease agreement.

Discounted Rent

Under Regulation 1013(A)(2), reduced, free, or discounted rent must be factored into the base rent ceiling for a new tenancy. For example, if a landlord and tenant agree to a rent of \$2,000 per month for a new tenancy with a 12-month term, but the tenant receives one month of free rent, the base rent ceiling for the unit would be \$1,833.33, which is the average of the monthly rent payments made for the initial lease term ($\$22,000/12$ months). Therefore, in this example, the month following the expiration of the initial lease term, the maximum rent the landlord could charge would be \$1,833.33.

Because of the COVID-19 Pandemic, the elected Rent Board created one exception to this rule. For tenancies that began on or before September 1, 2020, landlords and tenants could agree in writing to a reduced rental amount during the initial term of the tenancy without affecting the base rent ceiling for the unit.

Questions?

**Contact a Rent Board Housing Counselor at
(510) 981-7368, Ext. 1**