



Rent Stabilization Board
Office of the Executive Director

ACTION REQUIRED: Please read and provide the required information for Measure MM covered units.

March 21, 2022

[OWNER NAME]
[OWNER ADDRESS]
[OWNER ADDRESS]

Re: Compliance Notice: Required registration information for Measure MM covered units

Dear [OWNER NAME]:

As you know, Berkeley voters adopted Measure MM at the November 2020 general election. Measure MM required landlords of certain residential rental units to register with our agency.

We have received your payment for the registration fees owed but you have not provided all tenancy information required by either the "Registration Statement for Partially Covered Units" or the "Tenancy Registration Form for Partially Covered Units" for one or more rental units. The Board recently adopted changes to Regulations 801 and 1311 to make clear that ***rental properties covered by Measure MM will remain out of compliance if property owners fail to submit these prescribed forms to provide information regarding the rental units and tenancies at these properties.*** Please be advised that your rental property is not currently in compliance with the registration requirements of the Rent Ordinance. Property owners who remain out of compliance ***will not be able to evict tenants from any unit at the rental property until you have filed all the forms for each tenancy on the property.***

We urge you to file these forms as soon as possible so that you are not restricted by anything associated with your properties being out of compliance with the Rent Ordinance. You can find the necessary forms here: https://www.cityofberkeley.info/Rent_Stabilization_Board/Home/Forms.aspx. Alternatively, go to the online Rent Registry at <https://rentregistry.cityofberkeley.info>. You can use the APN/PIN information provided in the Rent Registry Notice that accompanied your billing statement to update the tenancy information of the unit.

The Board requires owners of Measure MM properties to file tenancy information once a year at the time they pay registration fees for these rental units. You will receive another bill in May. At that time, you will again need to file a Tenancy Registration Form for Partially Covered Units for each unit at the property.

If you have any questions or difficulty filing these forms online, please contact our Registration Unit at (510) 981-7368, Ext. 2, or via email at rentregistry@cityofberkeley.info. Staff are available Mondays, Tuesdays, Thursdays and Fridays from 9am - 2pm to answer your questions. We are closed on Wednesdays.

Sincerely,

A handwritten signature in blue ink, appearing to read "DéSeana Williams".

DéSeana Williams
Executive Director