



Tenant Schedule A: Illegally High Rent

If you are having trouble accessing or filling out this form, please contact us for help.

PHONE: (510) 981-7368 • **EMAIL:** rent@berkeleyca.gov • **OFFICE:** 2000 Center St., Suite 400, Berkeley, CA 94704
• **TTD:** (510) 981-6903 • **FAX:** (510) 809-3921 • **WEBSITE:** rentboard.berkeleyca.gov

PURPOSE OF TENANT SCHEDULE A

Complete this form if you are filing a Tenant Petition for Rent Decrease because you claim that the landlord charged you rent higher than the lawful rent ceiling for your unit and/or you claim the landlord has taken an Annual General Adjustment (AGA) when they should not have. ([Regulation 1271.](#))

Under [Regulation 1100](#), a landlord cannot take an AGA if the landlord has:

- Failed to be in substantial compliance with registering any rental unit on the property
- Demanded, accepted, or kept payments that exceed the lawful rent ceiling for the unit
- Failed to comply with any order of the Board about the unit
- Failed to fix housing code violations to keep the unit in compliance with the implied warranty of habitability

TENANCY INFORMATION

Tenancy start date: _____ Monthly rent at start of tenancy: _____

RENT HISTORY

Provide information on how the rent has changed in the past five years.

Date of Rent Change

Amount of New Rent

ILLEGALLY HIGH RENT CLAIMS

A. Are you claiming that the landlord improperly took an AGA? **YES** **NO**

B. If you answered **YES**, list the year(s) you claim that the landlord did not qualify for the AGA, and explain why the landlord was ineligible.

*If you answered YES only because you claim there are housing code violations and are filing Schedule C to seek rent decreases, you do not need to file this Schedule. When determining if the code violations warrant rent decreases, the hearing examiner will also determine whether the landlord improperly took any AGAs.

C. Explain any other reasons why you believe that the landlord charged you rent higher than the rent ceiling.

D. Total amount of illegally high rent you claim was charged: _____

Attach copies of your lease, rent increase notices, rent receipts, and any other documents that support the information you've provided in this form.