CITY OF ALAMEDA
RENT PROGRAM
www.alalamedarentprogram.org
PH: (510) 747-4346   FAX: (510) 522-7848   EMAIL: rrac@alalmedahsg.org

Acknowledgment that Landlord and Tenant Have Reached an Agreement Concerning a Rent Increase
Section 6-58.30 B, Alameda Municipal Code

Instructions: A landlord or a tenant must file this form with the Program Administrator when the parties have reached an agreement concerning a rent increase.

Important:
1. This form becomes a public record when submitted.

2. The Program Administrator must receive this form, signed by the tenant and landlord.

3. This form is not the agreement between the landlord and the tenant concerning the rent increase. This form is to provide written notice to the Program Administrator that an agreement as to the rent increase has been reached between the tenant and the landlord.

SUBMIT THIS FORM TO THE PROGRAM ADMINISTRATOR:

ADDRESS   Rent Program   EMAIL: rrac@alamedahsg.org   FAX: 510-522-7848
               701 Atlantic Avenue
               Alameda, CA 94501

Landlord's Name _____   Email address _____

Address _____   Phone _____

Tenant's Name _____   Email address _____

Address _____   Phone _____

This document is a public record and is subject to disclosure under the California Public Records Act and the City of Alameda's Sunshine Ordinance.   Page 1 of 2

AGREEMENT TERMS

Please select the following that apply to the agreement between the tenant and the landlord. Check all boxes that are applicable.

- ☐ Rent Increase
  - ☐ 0 – 5%
  - ☐ 5.1 – 10%
  - ☐ Above 10%
- ☐ No change to the rent
- ☐ Maintenance concerns addressed
- ☐ The rent increase was delayed
- ☐ Terms of the lease changed
- ☐ Other: _____

Please sign below to confirm agreement concerning the rent increase for the rental unit _____.

By signing this form both parties waive all rights to appeal or seek further review of this rent increase.

Tenant*

Print Name_____ Signature _____ Date _____

Print Name_____ Signature _____ Date _____

* All tenants on the lease or all tenants on a month-to-month tenancy who have a financial responsibility for the payment of the rent must sign. Attach a separate sheet with names, signatures and date of signing if necessary.

Landlord

Print Name_____ Signature _____ Date _____

This document is a public record and is subject to disclosure under the California Public Records Act and the City of Alameda's Sunshine Ordinance.