

CITY OF ALAMEDA  
RENT PROGRAM

www.alamedarentprogram.org

PH: (510) 747-4346 FAX: (510) 864-0879 EMAIL: rrac@alamedahsg.org

**Landlord's Request for a Rent Increase Above 5%**

**Instructions:** A landlord must file this form with the Program Administrator when a landlord serves a tenant with a notice of a rent increase above 5% unless the rental unit is not subject to the Rent Review, Rent Stabilization and Limitations on Evictions Ordinance (see subsection Z, Section 6-58.15, Alameda Municipal Code). If the landlord receives assistance for the rent for this rental unit through the Section 8 Housing Choice Voucher Program, the rental unit is not subject to the Ordinance and the landlord does not have to file this form.

1. This form becomes a public record when submitted.
2. A copy of the rent increase notice must be submitted with this form. The notice must include proof that the required text from section 6-58.65, AMC (form RP-03) was served on the tenant.
3. The Program Administrator will send to the affected tenant a copy of this form and a notice to appear at a hearing before the Rent Review Advisory Committee.
4. The Committee's hearing may be cancelled if the Program Administrator receives a written acknowledgment (form RP-05) signed by the tenant and landlord no later than 2 business days prior to the day of the hearing.
5. If the Program Administrator determines that the rental unit is not an exempt rental unit as set forth in Section 6-58.135 of the Alameda Municipal Code, the rent increase will not go into effect any earlier than the time the Committee considers the rent increase, unless the tenant and landlord have entered into a written agreement prior to the hearing and file form RP-05 with the Program Administrator.
6. If the Program Administrator determines the rental unit is an exempt rental unit as set forth in Section 6-58.135 of the Municipal Code, the rent increase will go into effect on the date specified in the rent increase notice.

7. All explanations and supporting documentation for the rent increase must be attached to this form.

**REVIEW:** In filing this form, the landlord initiates the required review of the rent increase by the City's Rent Review Advisory Committee.

**TIMELINE:** Valid rent increase documents filed by the 10th will be reviewed on the first Monday of the following month. This schedule may vary depending on volume of rent increases submitted.

Submit forms by



Email

rrac@alamedahsg.org



Fax

510-864-0879



Mail

701 Atlantic Ave  
Alameda, CA 94501**Instructions**

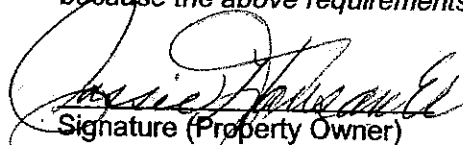
This document is a public record and is subject to disclosure under the California Public Records Act and the City of Alameda's Sunshine Ordinance.

8. A person with an ownership interest in the rental unit or property in which the rental unit is located must attend the Committee's hearing. If such person does not attend, the rent increase will be void.
9. If a landlord is seeking a rent increase above 5% based on Capital Improvements, the Rent Review Advisory Committee will not review the rent increase but a Capital Improvement Plan must be submitted. Please review the Capital Improvement Plan Policy, available at <http://www.alamedarentprogram.org/cip/>, for further information on the requirements for submitting a Capital Improvement Plan.
10. If the rental unit is not an exempt rental unit as set forth in Section 6-58.135 of the Municipal Code, the decision of the Rent Review Advisory Committee will be binding on the landlord and the tenant unless a timely petition is filed with the Program Administrator after which a neutral hearing officer, whose decision is binding, will decide the matter. If the rental unit is an exempt rental unit as set forth in Section 6-58.135 of the Code, the decision of the Committee is not binding on the landlord or the tenant.

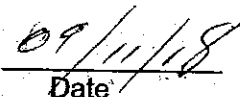
**Ordinance 3148 Compliance**

- If this is the first rent increase on or after March 31, 2016, the landlord has offered the tenant a one year lease.
- No more than one rent increase has been noticed in the 12 months prior to the effective date of the rent increase.
- The landlord has provided to the tenant a copy of Ordinance No. 3148, any regulations to carry out the Ordinance and informational brochures about the Ordinance.
- The notice to the tenant of the rent increase included the required text from Ordinance No. 3148 (Section 6-58.65, Alameda Municipal Code).
- This form is submitted to the Program Administrator within 15 calendar days from the date the rent increase notice was served on the tenant.

*I certify that the request for a rent increase is in compliance with City of Alameda regulations because the above requirements have been satisfied.*

  
Signature (Property Owner)

  
Print Name

  
Date

## Contact Information

## Tenant Information:

Unit Address: 755 LINCOLN AVE, APT "A" ALAMEDA, CA. 94501Name(s): SILVIA CASTILLO

Phone:

Email: NONE

## Person with ownership interest who will attend the RRAC meeting:

Address: 2072 WARWICK PL. HAYWARD, CA. 94542-1246Name(s): CASSIE HAUSAVER

Phone:

510-537-5541

Email:

NONE

## Rent Increase Information

1. Current monthly rent: \$1300<sup>00</sup> (Value A)

Requested increased rent: \$1400<sup>00</sup> (Value B)

Amount of rent increase:

$$\frac{\$100<sup>00</sup> \text{ (Value C)}}{\text{Value B} - \text{Value A}} \quad \frac{.0769 \%}{\text{Value C} \div \text{Value A}}$$

2. Are there different rent increase rates for month to month vs. one year lease options?

☒ No☐ Yes, Month to month

One year lease

Rent increase offer: \$100<sup>00</sup>

One year lease

Rent increase offer: \$100<sup>00</sup>3. What is the effective date of the rent increase? 11 / 11 / 2018  
Month/ Day/ Year4. What date was the notice served on the tenant? 8 / 11 / 2018  
Month/ Day/ Year5. How was rent increase notice served? In-Person ☒ Post and Mail ☐

Other (please specify) \_\_\_\_\_

**Rent History**

6. Is the current tenancy under a lease (or other written rental agreement) or a month-to-month tenancy? Lease      Month-to-month ☒
7. What is the start date of tenancy? 4/13/1993 Total Years of Residency 25 yrs.  
Month/Day/Year
8. Rent Increase History

Current Rent: Date <u>8/1/2017</u> to Present	\$ <u>1300.<sup>00</sup></u>
Previous Rent Increase: Date <u>5/1/2016</u> to Date <u>8/1/2017</u>	\$ <u>1200.<sup>00</sup></u>
2 <sup>nd</sup> Previous Rent Increase: Date <u>4/1/2015</u> to Date <u>5/1/2016</u>	\$ <u>1100.<sup>00</sup></u>
3 <sup>rd</sup> Previous Rent Increase: Date <u>4/1/2012</u> to Date <u>4/1/2015</u>	\$ <u>1075.<sup>00</sup></u>

**Property Information**

9. Does the landlord participate in the Section 8 Housing Choice Voucher program for this unit?
10. Is the unit a single-family home, condominium, or a unit in a building for which a certificate of occupancy was issued after February 1995?  
No      Yes ☒
11. Building Details:  
Number of Units in Building 7 Stories 2 Year Built 1967
12. Unit Details
- Number of bedrooms? 2 Bathrooms? 1
  - Current number of occupants? Age 0-17      Age 18-61 1 Age 62+     ; Pets
  - Utilities, fees, charges, or services that were included in rent before the rent increase:  
Gas      Electricity      Water ☒ Cable TV ☒ Parking ☒ Pet rent       
Furnished      Building Security      Pool      Elevator      Other:
  - ✓ Are there any utilities, fees, charges, or services that were included in the rent before the rent increase, but are now being charged separately from the monthly rent?  
No ☒ Yes, (please specify)

**Explanation for Rent Increase**

13. Please state the reasons for increasing the rent above 5%. Attach additional pages as needed.

It is highly encouraged to submit supportive documentation  
to substantiate the statements below.

Note: In deciding rent increases, factors considered by the Rent Review Advisory Committee may include, but are not limited to:

- the frequency, amount and the presence or absence of prior rent increases
- the landlord's costs of operation
- any increases or decreases in housing services (as defined in section 6-58.15.M) since the last rent increase
- the financial impact on the tenant
- the landlord's interest in earning a just and reasonable rate of return on the landlord's property

1. AMOUNT OF PRIOR AND ABSENCE OF PRIOR INCREASES

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2. LANDLORD COSTS OF OPERATION

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3. LANDLORD'S INTEREST IN EARNING A JUST AND  
REASONABLE RATE OF RETURN ON THE LANDLORD'S  
PROPERTY.

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## 60 Day Notice of Rent Increase

Date: 8/29/2018

To: SILVIA CASTILLO

Address: 755 LINCOLN AVE. APT. A  
ALAMEDA, CA. 94501

From: ALBERT R. PEÑA

You are hereby notified that as the owner/manager of the dwelling unit you lease at the above mentioned address, we are increasing the contract rent to be effective sixty (60) days from the date of service of this letter or NOVEMBER 1<sup>st</sup>, 2018, (whichever is later).  
Month

The changes we are proposing to your current lease include:

✓ Increase in the contract rent to \$ 1400<sup>00</sup> per month.

We value your residency and hope you will continue to reside here. Contact your Housing Specialist to see if there is any change in your tenant portion of rent.

Sincerely,

*Albert R. Peña*

Owner/Manager

cc: Tenant File  
cc: Housing Authority