



Notification of 2026 Rent Board Fee and Housing Inventory Requirements

S.F. Administrative Code Chapter 37A

[NOTICE DATE]

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

THIS IS NOT A BILL
**ANNUAL FEE NOTICE WILL BE
MAILED IN JANUARY 2026**

Dear San Francisco Property Owner:

This notice is to inform you of the **2026 Rent Board Fee Assessment** for your property and the requirement for residential property owners to report unit information into the **Rent Board Housing Inventory**. If the property has been sold, please forward this notice to the new owner. This notice is for informational purposes only. No payment is required at this time.

1. 2026 RENT BOARD FEE ASSESSMENT

The fee assessment shown is based on property data and approved fee exemption requests from prior years and is the basis for the Annual Fee Notice that will be mailed to you in January 2026.

2026 EXEMPTION WINDOW

Owner-occupied properties that are not rented at any time may be exempt from payment of the fee. A complete list of exemptions can be found at sf.gov/rent-board-fee. Please note, vacant units are subject to the fee and do not qualify for an exemption.

How to Request an Annual Exemption

If you believe that one or more of your units is exempt from the Rent Board Fee, and you do not see an exempt unit(s) listed above, **you must complete an exemption request online**. You are required to submit an exemption request every year.

- Request at portal.sfrb.org.
- Deadline to apply is **Friday, December 12, 2025**.
- Requesting a Rent Board Fee exemption does not satisfy Rent Board Housing Inventory reporting requirements.
- Please call 311 if you need assistance accessing the exemption request online.

Rent Board Fee
Information



HOMEOWNERS' EXEMPTION

If the unit(s) is your primary place of residence, and you already have a Homeowners' Exemption through the Assessor-Recorder's Office, you are not required to submit a yearly exemption request for the Rent Board fee. If you have recently applied for a Homeowners' Exemption, please email us at rentboard.inventory@sfgov.org and attach a proof of your Homeowners' Exemption on file. Learn more at sf.gov/file-homeowners-exemption.

Housing Inventory Requirements



San Francisco Residential Rent Stabilization and Arbitration Board

25 Van Ness Avenue #700, San Francisco, CA 94102 <https://sf.gov/rentboard> rentboard.inventory@sfgov.org

2. HOUSING INVENTORY REPORTING

A new law requires all owners of residential property in San Francisco to annually report information about their units into the Rent Board's Housing Inventory database separate from the fee assessment [Ordinance No. 265-20].

Reporting is required for:	All residential units, including single-family homes, condos, etc.
	Non-owner occupied, Vacant, and Owner-occupied units
Deadline to report:	March 1, 2026, and annually by March 1 of each year
Steps to complete submission:	1. Go to portal.sfrb.org 2. Enter Housing Inventory Submission 3. Get a Rent Increase License (if applicable) 4. Report any change to the business contact within 30 days

- Landlords will not receive a license to impose annual and/or banked rent increases until reporting is complete.
- Occupants of unreported units may receive notification that the owner is not in compliance.
- Some rent increases given without a license will be null and void.
- Reporting into the Rent Board Housing Inventory does not satisfy requesting an exemption of the Rent Board Fee.
- More info at sf.gov/rent-board-housing-inventory.

Housing Inventory
Information



CONTACT US

Visit sf.gov/rentboard, call 311 or 415-701-2311 (outside of San Francisco), or rentboard.inventory@sfgov.org
