



# San Francisco Residential Rent Stabilization and Arbitration Board

Rent Board Date Stamp

NOTE: If your building was constructed after June 13, 1979, the rental unit is probably exempt from the rent increase limitations of the Rent Ordinance and we cannot process your petition.

New  Amended

## TENANT PETITION

### ↓ Rental Unit Information ↓

Street Number of Unit \_\_\_\_\_ Street Name \_\_\_\_\_ Unit Number \_\_\_\_\_ San Francisco, CA 941 \_\_\_\_\_ Zip Code \_\_\_\_\_

Name of Building Complex (If Applicable) \_\_\_\_\_ Entire Building Address (lowest & highest numbers) \_\_\_\_\_ # of Units in Building \_\_\_\_\_

Was the building constructed before June 13, 1979?  Yes  No  Don't Know Current Monthly Base Rent: \$ \_\_\_\_\_

Move-in Date: \_\_\_\_\_ At move-in, this was:  a vacant unit  part of an existing tenancy

The rent is paid to (select one):  Owner  Resident Manager  Management Co.  Other \_\_\_\_\_

**If you pay rent to a Master Tenant, you must use the Subtenant Petition form instead of this Tenant Petition form.**

Please list the case numbers of prior relevant Rent Board petitions: \_\_\_\_\_

### ↓ Tenant Information ↓ Please list each tenant petitioner. If more room is needed, attach additional sheet.

1.

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

**Mailing Address:** Street Number \_\_\_\_\_ Street Name \_\_\_\_\_ Unit Number \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Primary Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

2.

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

**Mailing Address:** Street Number \_\_\_\_\_ Street Name \_\_\_\_\_ Unit Number \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Primary Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

### ↓ Tenant Representative Information ↓ Attorney Non-attorney Representative Interpreter

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

**Mailing Address:** Street Number \_\_\_\_\_ Street Name \_\_\_\_\_ Unit Number \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Primary Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

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## TENANT PETITION

Please provide the following information for all landlord representatives who should receive notice of this petition:

### ↓Owner Information↓

\_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
**Mailing Address:** Street Number Street Name Unit Number City State Zip Code

\_\_\_\_\_  
Primary Phone Number Email Address

### ↓Resident Manager Information (if applicable)↓

\_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
**Mailing Address:** Street Number Street Name Unit Number City State Zip Code

\_\_\_\_\_  
Primary Phone Number Email Address

### ↓Management Company Information (if applicable)↓

\_\_\_\_\_  
Name of Company First Name of Manager Middle Initial Last Name

\_\_\_\_\_  
**Mailing Address:** Street Number Street Name Unit Number City State Zip Code

\_\_\_\_\_  
Primary Phone Number Email Address

### ↓Other Landlord Representative Information (if applicable)↓ Attorney Non-attorney Representative

\_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
**Mailing Address:** Street Number Street Name Unit Number City State Zip Code

\_\_\_\_\_  
Primary Phone Number Email Address

### ↓Other Landlord Representative Information (if applicable)↓ Attorney Non-attorney Representative

\_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
**Mailing Address:** Street Number Street Name Unit Number City State Zip Code

\_\_\_\_\_  
Primary Phone Number Email Address

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## TENANT PETITION

I am filing this petition for the following reason(s): (Check ONLY the reasons that apply.)

A. **Substantial Decrease in Housing Services:** (Form A must be attached to petition.)

I have received a substantial decrease in housing services without a corresponding decrease in the rent. This includes claims based on noncompliance with Uniform Hotel Visitor Policy.

B. **Failure to Repair and Maintain:** (Form B must be attached to petition.)

I received a notice of rent increase within the last 60 days and I do not believe I should pay it because the landlord has failed to do requested repair and maintenance that is required by law.

C. **Unlawful Rent Increase(s):** (Form C must be attached to petition.)

I received an unlawful rent increase and/or I want the Rent Board to determine whether my current rent is a lawful amount.

D. **Challenges to Passthroughs:** (Form D must be attached to petition.)

The landlord improperly imposed or failed to discontinue one or more of the following passthroughs:

- a. Utility (Gas and Electric) Passthrough
- b. Water Revenue Bond Passthrough
- c. General Obligation Bond Measure Passthrough
- d. Capital Improvement Passthrough

E. **Other:** \_\_\_\_\_ (Attach a written explanation of the relief sought, such as a request for determination of jurisdiction/exemption, or other request for a hearing.)

### DECLARATION OF TENANT PETITIONER(S)

I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THIS INFORMATION AND EVERY ATTACHED DOCUMENT, STATEMENT AND FORM IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

**NOTE:** Every tenant of the rental unit who wishes to be included in this petition must sign this declaration. Any tenant who lives in a different rental unit must file a separate petition.

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature of Tenant Petitioner)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature of Tenant Petitioner)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature of Tenant Petitioner)

\_\_\_\_\_  
(Date)

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## TENANT PETITION – FORM A

### SUBSTANTIAL DECREASE IN HOUSING SERVICES

***PLEASE COMPLETE ALL INFORMATION ON THE BACK OF THIS FORM.***

A tenant may file a petition with the Rent Board for a reduction in base rent when the landlord has substantially decreased a housing service without reducing the tenant's base rent. [Ordinance Section 37.8(b)(2)]

A **Housing Service** is defined in Ordinance Section 37.2(g) as any service provided by the landlord connected with the use or occupancy of a rental unit including, but not limited to: repairs; replacement; maintenance; painting; light; heat; water; elevator service; laundry facilities and privileges; janitor service; refuse removal; furnishings; telephone; parking; rights permitted the tenant by agreement, including the right to have a specific number of occupants, whether express or implied, and whether or not the agreement prohibits subletting and/or assignment; and any other benefits, privileges or facilities.

To establish a successful claim based on decreased housing services, the tenant has the burden of proving each of the following elements under Rules and Regulations Section 10.10:

- 1) The item was a housing service;
- 2) The housing service was reasonably expected and/or provided at the commencement of the tenancy and/or verifiably promised by the landlord prior to commencement of the tenancy, or added after commencement of the tenancy if additional rent was paid when it was provided;
- 3) The housing service was decreased, removed or not provided by the landlord or manager;
- 4) The landlord or manager was provided actual or constructive notice of the decreased housing service claim;
- 5) The landlord or manager failed to provide or restore the housing service within a reasonable amount of time after receiving notice of the claim;
- 6) The decrease in housing service was substantial; and
- 7) The landlord did not reduce the base rent by a reasonable amount for the decreased housing service.

**NOTE:** Unless the landlord is performing mandatory seismic retrofit work pursuant to San Francisco Building Code Section 34B, the following housing services may not be severed from the tenancy by the landlord without one of the “just cause” eviction reasons set forth in Ordinance Section 37.9(a): garage facilities, parking facilities, driveways, storage spaces, laundry rooms, decks, patios, gardens, or kitchen facilities or lobbies in single room occupancy (SRO) hotels. [Ordinance Section 37.2(r)]

If you are alleging that a wrongful severance of one of the specified housing services has occurred without a “just cause” reason, you may file a Report of Alleged Wrongful Severance of a Housing Service with the Rent Board in addition to filing a decrease in services claim for a rent reduction. The Rent Board will notify your landlord about your claim of wrongful severance and provide the landlord with information about the applicable law. However, only a court can determine whether “just cause” exists.

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## TENANT PETITION – FORM A

### SUBSTANTIAL DECREASE IN HOUSING SERVICES STATEMENT

***ALL INFORMATION REQUESTED BELOW MUST BE PROVIDED. IF YOU NEED ADDITIONAL SPACE, PLEASE ATTACH ANOTHER FORM A TO THE PETITION.***

Briefly List Each Decreased Housing Service Below <small>(Examples: Broken Refrigerator, Lack of Heat, Mold, Roommate Replacement, etc.)</small>	When Was the Housing Service Decreased? <small>(Month/Date/Year)</small>	When Was the Landlord Notified of the Decreased Housing Service? <small>(List All Dates of Notice &amp; Attach All Written Notices)</small>	Was the Decreased Housing Service Restored?	Dollar Amount of Monthly Rent Reduction Requested*
(1)			<input type="checkbox"/> No <input type="checkbox"/> Yes, on _____ <small>(Date)</small>	\$
(2)			<input type="checkbox"/> No <input type="checkbox"/> Yes, on _____ <small>(Date)</small>	\$
(3)			<input type="checkbox"/> No <input type="checkbox"/> Yes, on _____ <small>(Date)</small>	\$
(4)			<input type="checkbox"/> No <input type="checkbox"/> Yes, on _____ <small>(Date)</small>	\$
(5)			<input type="checkbox"/> No <input type="checkbox"/> Yes, on _____ <small>(Date)</small>	\$
(6)			<input type="checkbox"/> No <input type="checkbox"/> Yes, on _____ <small>(Date)</small>	\$
(7)			<input type="checkbox"/> No <input type="checkbox"/> Yes, on _____ <small>(Date)</small>	\$
(8)			<input type="checkbox"/> No <input type="checkbox"/> Yes, on _____ <small>(Date)</small>	\$

\* **PLEASE NOTE:** The Administrative Law Judge (ALJ) cannot reduce the rent for an item by more than the amount requested in the petition. Furthermore, the ALJ cannot order a total monthly rent reduction that is more than your monthly base rent. Also, the Rent Board cannot award money for out-of-pocket expenses, personal injury or property damage. If you want compensation for these types of damages, you should seek legal advice on how to file your claim in court.