

### SAMPLE RENT INCREASE NOTICE

Dear Landlord:

When you raise the rent of a tenant by more than 5%, the San Jose Municipal Code (SJMC 17.23) requires that you notify those tenants, in their rent increase notice or a similar notice, of the deadline for them to file a Rental Rights and Referrals Petition, of their right to use the Rental Rights and Referrals Program hearing process, and of the name, address and telephone number of the Advisory Commission on Rents.

A sample rent increase notice is printed on the back of this letter. This sample notice is believed to meet the State and City notice requirements, but these requirements may change due to legislative or judicial action. No warranty of the current or future legality of this notice is made. If you have questions concerning this or other notice requirements, you may wish to consult with your attorney.

Rental Rights and Referrals Program

## **NOTICE OF RENT INCREASE**

TO \_\_\_\_\_

Resident(s) and all others in possession of Apt. No. \_\_\_\_\_, located at (Street Address)

\_\_\_\_\_, \_\_\_\_\_,

in the city of \_\_\_\_\_, CALIFORNIA

**PLEASE TAKE NOTICE** that in accordance with the governing State and local laws and ordinances, that thirty (30) days after service upon you of this notice or beginning \_\_\_\_\_ 20\_\_\_\_\_, whichever is later, the terms of your rental agreement for the above described property are hereby changed as follows:

**YOUR MONTHLY RENT** shall be increased from \$\_\_\_\_\_ per month to \$\_\_\_\_\_ per month, an increase of \$\_\_\_\_\_ per month.

**TOTAL AMOUNT DUE** and payable by the above stated time period:

New Monthly Rent: \$\_\_\_\_\_

IF THE ABOVE STATED INCREASE EXCEEDS 5% OR IS WITHIN 12 MONTHS OF YOUR LAST RENT INCREASE, YOU HAVE THE RIGHT TO UTILIZE THE CITY OF SAN JOSE'S RENTAL MEDIATION AND ARBITRATION HEARING PROCESS. FOR FURTHER INFORMATION CONTACT:

HOUSING COMMUNITY DEVELOPMENT COMMISSION  
RENTAL RIGHTS AND REFERRALS PROGRAM

200 EAST SANTA CLARA STREET  
SAN JOSE, CA 95113-1305

or

TELEPHONE: (408) 975-4480

NOTE: Your petition to the San Jose's Rental Rights and Referrals Program must be filed prior to the effective date of this increase as stated above. However, you shall have at least 10 days (with some exceptions) after receiving written notice of a rent increase to file the petition.

Date: \_\_\_\_\_

Signature \_\_\_\_\_