



**RENT ADJUSTMENT PROGRAM**

250 Frank H. Ogawa Plaza, Suite 5313  
 Oakland, CA 94612  
 (510) 238-3721

CASE NUMBER L \_\_\_\_\_

**TENANT RESPONSE CONTESTING RENT INCREASE**

**Please Fill Out This Form Completely. Failure to provide needed information may result in your response being rejected or delayed.**

Your Name	Complete Address (with Zip Code)	Telephone
Your Representative's Name	Complete Address (with Zip Code)	Telephone

Number of Units on the parcel: \_\_\_\_\_

Are you current on your rent? Yes \_\_\_\_\_ No \_\_\_\_\_

**Rental History:**

Date you entered into the Rental Agreement for this unit: \_\_\_\_\_

Date you moved into this unit: \_\_\_\_\_

Is your rent subsidized or controlled by any government agency, including HUD (section 8)?

Yes \_\_\_\_\_ No \_\_\_\_\_

Initial Rent: \$ \_\_\_\_\_

Initial rent included (please check all that apply)

( ) Gas ( ) Electricity ( ) Water ( ) Garbage ( ) Parking ( ) Storage ( ) Cable TV ( )

Other (if other please specify)

Did you receive the City of Oakland's NOTICE TO TENANTS OF RESIDENTIAL RENT ADJUSTMENT PROGRAM at any time during your tenancy in this unit?

Yes \_\_\_\_\_ No \_\_\_\_\_

Please list the date you first received the Notice to Tenants \_\_\_\_\_

**List all increases your received. Begin with the most recent and work backwards. Attach most recent rent increase notice. If you need additional space please attach another sheet.**

Date Notice Given (Mo/Day/Yr)	Date Increase Effective	Rent Increased		Did you receive a <b>NOTICE TO TENANTS</b> with the notice of rent increase?
		From	To	
		\$	\$	Yes ____ No ____
		\$	\$	Yes ____ No ____
		\$	\$	Yes ____ No ____
		\$	\$	Yes ____ No ____
		\$	\$	Yes ____ No ____
		\$	\$	Yes ____ No ____
		\$	\$	Yes ____ No ____

**Contested Justification(s) for Rent**

Please attach a brief statement explaining why the owner is not entitled to the proposed increase. The legal justifications are Banking, Capital Improvements, Increased Housing Service Costs, Debt Service, Uninsured Repair Costs, and Necessary to Meet Constitutional Fair Return requirements.

**Banking**  
**Capital Improvements**  
**Increased Housing Service Costs**

**Debt Service**  
**Uninsured Repair Costs**  
**Constitutional Fair Return**

For the detailed text of these justifications, see Oakland Municipal Code Chapter 8.22 and the Rent Board Regulations on the City of Oakland web site. The property owner has the burden of proving the contested rent increase is justified.

**Verification**

**I declare under penalty of perjury pursuant to the laws of the State of California that all statements made in this Response are true and that all of the documents attached hereto are true copies of the originals.**

\_\_\_\_\_  
**Tenant's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Tenant's Signature**

\_\_\_\_\_  
**Date**

**Important Information**

This form must be received at the following address within the time limits prescribed by Oakland Municipal Code, Chapter 8.22. City of Oakland, Housing Residential Rent & Relocation Board, Dalziel Building, 250 Frank H. Ogawa Plaza Suite 5313, Oakland, CA 94612. For more

information, please call: 510-238-3721.

**You cannot get an extension of time to file your Response by telephone.**

**File Review**

You should have received with this letter a copy of the landlord petition.

**Copies of attachments to the petition will not be sent to you. However, you may review these in the Rent Program office. Files are available for review by appointment ONLY.**

For an appointment to review a file call (510) 238-3721.

**MEDIATION PROGRAM**

Mediation is an entirely voluntary process to assist you in reaching an agreement with the owner. If both parties agree, you have the option to mediate your complaints before a Hearing is held. If the parties do not reach an agreement in mediation, your case will go to a formal Hearing before a Rent Adjustment Hearing Officer the same day.

Mediation will be scheduled only if both parties agree (after both your petition and the owner's response have been filed with the Rent Adjustment Program).

You may choose to have the mediation conducted by a Rent Adjustment Program Hearing Officer or select an outside mediator. Rent Adjustment Program Hearing Officers conduct mediation sessions free of charge. If you and the owner agree to an outside mediator, please call (510) 238-3721 to make arrangements. Any fees charged by an outside mediator for mediation of rent disputes will be the responsibility of the parties requesting the use of their services.

Mediation will be scheduled only if both parties agree (after both your petition and the owner's response have been filed with the Rent Adjustment Program).

**The Rent Adjustment Program will not schedule a mediation session if the owner does not file a response to the petition. Rent Board Regulation 8.22.100.A.**

**If you want to schedule your case for mediation, sign below.**

I agree to have my case mediated by a Rent Adjustment Program Staff Hearing Officer (no

\_\_\_\_\_  
**Tenant's Signature (for Mediation)**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Tenant's Signature (for Mediation)**

\_\_\_\_\_  
**Date**