

**NOTICE: AFFORDABLE RENT RESTRICTIONS AT THIS PROPERTY ARE
SCHEDULED TO EXPIRE IN THREE YEARS**

**You are being provided advance notice as required by state law.
(Government Code 65863.10)**

Owner/Management/Agent Name _____

Address _____

Phone Number _____

Email Address _____

Date _____

Property Name _____

Property Address _____

City, State, Zip _____

To Residents,

RE: IMPORTANT INFORMATION ABOUT YOUR RENT AND HOUSING

The owner of _____ (***insert name of assisted housing development***) (Owner) located at _____ (***insert address of assisted housing development***) is providing you with this notice, as required by state law ([Government Code Section 65863.10, subdivision \(e\)\(2\)](#)), that, in **three years**, the rules that keep your rent affordable may no longer apply. These rules are part of the following program(s):
(Choose a Program)

Currently, this program keeps the rent on your current unit, or the unit you are applying for, at a more affordable level. The Owner's contract to participate in this program ends on _____ (***insert date affordability ends, at least three years from date of this letter***). At that time, the Owner may choose to:

- end participation in the above program on that date;
- renew the requirements to keep the property affordable; or
- transfer the property to an affordable housing provider.

If the Owner ends their participation in the above program, or the contract expires, the amount of rent you pay, and the rent limits on your unit, could increase.

You may have options to keep your unit affordable. If you would like assistance understanding your rights and options, contact the City Mayor or Board of Supervisors, the local Public Housing Authority, the Department of Housing and Community Development, the Area Legal Services Organization, or the Local

HUD office. The contact information for these entities can be found on pages three and four of this notice in the “cc” section.

Current Residents:

You should not immediately move or agree to move. This notice is simply to inform you of possible changes three years from now. State law requires that you receive two more notices, similar to this one, at least twelve months, and at least six months, before _____ (***insert date affordability ends***) with information about how much your rent might change, and when. **Changes to your rent from the termination or expiration of the rental restrictions will not occur before _____ (*insert date at least three years from the date of this letter*).**

Before that date, other rent increases may occur under the existing rules for this property.

Prospective Residents:

The requirements to keep the rent affordable that currently apply to this property are set to expire on _____ (***insert date affordability ends***). If the Owner or property manager determines that you are eligible, you can still move into this property. However, the Owner is required to notify you about a rent increase that could occur in the future when this expiration occurs. If you become a resident of this property, state law requires that you receive two more notices, similar to this one, at least twelve months, and at least six months, before _____ (***insert date affordability ends***) with information about how much your rent might change, and when.

If you need more information or assistance:

This notice is informational only, and you are not required to take any action at this time. If you want to contact organizations that can advise and assist you, these organizations and their contact information are listed on pages three and four of this notice in the “cc” section. The Mayor or Board of Supervisors for the City or County, the Local Housing Authority Director and the California Department of Housing and Community Development have also received this notice. You should consider all of your options before you take any action.

If the Owner decides to sell the property, state law also requires the owner to notify certain qualified entities (including a tenant organization) that have indicated an interest in purchasing the property and keeping rents affordable.

If you have any questions about this notice, the Owner or Agent can be contacted at:

Owner/Management/Agent Name _____
Address _____
Phone Number _____
Email Address _____

Sincerely,

Government Code section 65863.10(e)(2) requires the actions listed below to be completed. A filled-out checkbox indicates the action has been or will be completed.

- ☐ The three-year notice has been posted in an accessible location of the property for existing tenants. Date posted: _____
- ☐ The three-year notice has been sent to affected public entities including the California Department of Housing and Community Development.
- ☐ The three-year notice will be provided to prospective tenants at their eligibility interview.

I acknowledge the requirements noted above and attest to completing the required actions noted in Government Code section 65863.10(e)(2).

Owner or Agent Name: _____

By (Print Name): _____

Signature: _____

Date: _____

cc:

Required Entities to be Notified (Affected Public Entities):

**Owners are encouraged to inform tenants of the resources available to them as an attachment to this notice about your rent and housing. Tenants can contact the agencies/organizations listed below if they have additional questions or need assistance.*

Mayor or Board of Supervisors for City or County

Name: _____

Address: _____

Telephone Number: _____

Email: _____

Local Public Housing Authority Director

If you choose to move, the local Public Housing Authority may be able to provide resources about other affordable housing opportunities in your area.

Name: _____

Address: _____

Telephone Number: _____

Email: _____

California Department of Housing and Community Development

Division of Housing Policy Development

Attention: PRESERVATION

651 Bannon Street, Suite 400

Sacramento, CA 95811

Via email at Preservation@hcd.ca.gov

Telephone Number: (916) 263-2911

Optional Entities to be Notified:**Local HUD Office**

If you choose to move, the local offices of the Department of Housing and Urban Development (HUD) may be able to provide resources about other affordable housing opportunities in your area.

www.hud.gov/states/california/renting.

Name: _____

Address: _____

Telephone Number: _____

Email: _____

Area Legal Services Organization

If you have questions about tenant rights and owner responsibilities under the Preservation Notice Law requirements, area legal service organizations can help to advise you.

Name: _____

Address: _____

Telephone Number: _____

Email: _____