

# Notice of Rent Increase With Pass-Through

(For Tenancies That Began Prior to January 1, 1999)

Only tenancies that started prior to January 1, 2015 are eligible for the 2016 AGA increase.

☐ **30-Day Notice**

(If increase is 10% or less)

☐ **60-Day Notice**

(If increase is above 10%)

To: \_\_\_\_\_ (Tenant(s) in possession)

Address: \_\_\_\_\_ Unit No. \_\_\_\_\_, Berkeley, CA. 947 \_\_\_\_\_

Check only one of the two boxes:

Beginning \_\_\_\_\_, 20\_\_\_\_ your rent is increasing from:

☐ \$ \_\_\_\_\_ / month to the 2016 rent ceiling of \$ \_\_\_\_\_ / month

☐ \$ \_\_\_\_\_ / month to \$ \_\_\_\_\_ /month, *which is less than the 2016 rent ceiling*

Note: The 2016 AGA Order allows for adjustment of your rent ceiling by up to 1.5%

New Monthly Rent

\$ \_\_\_\_\_



Optional \$6.00 Temporary Pass-Through Increase

+ \$ \_\_\_\_\_

Total Amount Due and payable by the above stated time period

\$ \_\_\_\_\_

**What is the  
Pass-Through  
Increase?**

Optional temporary \$6.00 pass-through to be applied in addition to any AGA/rent ceiling increase. Pass-through increases do not become part of the permanent rent ceiling. **The \$6.00 pass-through increase only applies to tenancies which began prior to 1/1/1999.** Landlords must submit a copy of this \$6 pass-through notice to the Rent Board.

**What is the  
rent ceiling?**

The rent ceiling is the maximum monthly rent allowed. If the landlord is in compliance with all provisions of the Berkeley Rent Ordinance, he/she can raise the rent to the rent ceiling with proper notice. Landlords can also choose to charge less than the rent ceiling.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner/Agent Name

\_\_\_\_\_  
Owner/Agent Signature

**Landlords may not evict tenants except for good cause and with proper legal notice as provided in the Rent Stabilization Ordinance.** Advice concerning this Notice and the rental history of the unit is available from the Rent Stabilization Board Public Information Unit, 2125 Milvia Street, Berkeley, CA 94704, from 9:00 a.m. to 4:45 p.m., Monday, Tuesday, Thursday and Friday and from 12:00 p.m. to 6:30 p.m. on Wednesday; telephone (510) 981-7368. Please visit our website at [www.cityofberkeley.info/rent](http://www.cityofberkeley.info/rent).



Look up your rent ceiling online 24/7  
[www.cityofberkeley.info/myrentceiling](http://www.cityofberkeley.info/myrentceiling)

Form provided by the Berkeley Rent Board



### **AGAs 2005-2016**

**2005:** 0.9%  
**2006:** 0.7%  
**2007:** 2.6%  
**2008:** 2.2%  
**2009:** 2.7%  
**2010:** 0.1%  
**2011:** 0.7%  
**2012:** 1.6%  
**2013:** 1.7%  
**2014:** 1.7%  
**2015:** 2.0%  
**2016:** 1.5%

### **Important Information on Rent Ceiling and AGA Increases**

A landlord must be in compliance with the Ordinance and Regulations before implementing an AGA. This means:

- The property is registered; all requisite forms have been filed and there are no outstanding fees or penalties
- The rent charged is no more than the lawful rent ceiling
- The unit has no serious repair problems or outstanding housing code violations
- The landlord is in compliance with a final Hearings decision

**Note: If a tenant has a fixed-term lease, unless the lease allows the increase, the landlord will have to wait until the expiration of the lease term to implement the AGA.**

### **Instructions to Pass Through Increased Registration Fees to Tenancies Commenced Prior to 1/1/99**

Pursuant to Rent Stabilization Board Resolution 15-02, after landlords have paid the 2015-2016 registration fee, they may pass through a portion of this year's fee to their tenants in the form of a \$6.00 per month rent increase for 12 consecutive months **only for tenancies that commenced prior to January 1, 1999**. The \$6.00 increase does not become part of the permanent rent ceiling for purposes of calculating next year's Annual General Adjustment. The \$6.00 rent increase allowed by Resolution 15-02 is not automatic, and landlords will only be eligible to pass it through to their tenants after they have paid the 2015-2016 Registration Fee as well as all outstanding fees and penalties and have given their tenants at least thirty (30) days' prior written notice of the increase. **If landlords have already been taking a pass-through pursuant to prior Board resolutions, additional rules may apply (for example, the sum of all pass-throughs cannot exceed \$6.00 per month at any time), and they should contact our office for further advice.** Additionally, landlords must serve notice to initiate the increase allowed by Resolution 15-02 on or before December 1, 2015, in order to receive their full pass-through. For simplicity and ease of tracking, we recommend that landlords begin taking this pass-through in January 2016 along with their Annual General Adjustment for the year. Unless subsequently extended by the Rent Board, the rent increase authorized by Resolution 15-02 must be terminated and the rent reduced by \$6.00 twelve months after it is imposed or December 31, 2016, whichever is earlier. Finally, **landlords must send a copy of the notice to pass through charges permitted by Resolution 15-02 to the Rent Board.**



**We're here to help!**  
**Call a housing counselor!**  
**(510) 981-RENT**

**rent@cityofberkeley.info**  
**Rent Stabilization Program Office**  
**2125 Milvia St., Berkeley, CA. 94704**  
Hours: Mon-Fri (except Wed) 9a – 4:45p  
Wed 12 – 6:30pm



**Join our email lists!**  
Get updates on Rent Board issues that interest you!  
**[www.cityofberkeley.info/rent/email\\_list](http://www.cityofberkeley.info/rent/email_list)**