INSTRUCTIONS FOR FILING A LANDLORD PETITION – “OTHER” GROUND:

1. A landlord’s petition based on “other” ground must include the following:
   (a) The Landlord Petition – “Other” Ground form;
   (b) A written explanation of the relief sought, such as a request for determination of Rent Board jurisdiction, a request for determination of the tenant’s lawful rent, or other request for hearing.
   (c) Sufficient supporting documentation to allow an Administrative Law Judge to decide the petition. The landlord has the burden of proof.

2. You must submit a copy of your completed Landlord Petition – “Other” Ground, including the supporting documentation, for each tenant subject to the petition, plus the original and one copy for the Rent Board.

3. You must submit 3 business-size envelopes, pre-addressed to each tenant, with no return address and no postage. You must also submit 2 business-size envelopes, pre-addressed to each landlord party, with no return address and no postage.

LANDLORD PETITION - “OTHER” GROUND

◆Building Information◆

[Table with fields for Building Information]

San Francisco, CA 941

Entire Building Address (include lowest and highest numbers)

Year Built

Number of Residential Units

Number of Commercial Units

Total Number of Units

The total number of units subject to the petition is __________. (List units & tenants on the next page.)

Has a previous petition been filed with the Rent Board concerning this property?  ☐ Yes  ☐ No

◆Owner Information◆

[Table with fields for Owner Information]

Name of Company (if applicable)

First Name

Middle Initial

Last Name

Mailing Address:

Street Number

Street Name

Apt./Suite Number

City

State

Zip Code

Primary Phone

Other Phone

Is someone authorized to represent the owner’s interest in this petition?  ☐ Yes  ☐ No

If yes, check the appropriate box below and attach a written authorization for all non-attorneys:

☐ Property Manager  ☐ Other Non-attorney Representative  ☐ Attorney

Why are you filing this petition?

[Space for text]

Have you attached documentation to support the relief you seek?  ☐ Yes  ☐ No

544 Landlord Petition - Other Ground 3/6/19

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25 Van Ness Avenue #320
San Francisco, CA 94102-6033

Phone 415.252.4602
FAX 415.252.4699

www.sfrb.org
Property Manager Information (if applicable)

Name of Company (if applicable)  First Name  Middle Initial  Last Name

Mailing Address:  Street Number  Street Name  Apt./Suite Number  City  State  Zip Code

Primary Phone  Other Phone

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

Name of Company (if applicable)  First Name  Middle Initial  Last Name

Mailing Address:  Street Number  Street Name  Apt./_suite Number  City  State  Zip Code

Primary Phone  Other Phone

Tenant Information

The following tenants are subject to this petition:

<table>
<thead>
<tr>
<th>Unit #</th>
<th>Tenant's Name</th>
<th>Phone Number*</th>
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*CAUTION:  Phone numbers listed here are public information. Do not include numbers if confidentiality is a concern.

Declaration

I declare under penalty of perjury under the laws of the State of California that this information and every attached document is true and correct to the best of my knowledge and belief.

Signature of (check one)  ☐ Landlord Petitioner  ☐ Agent*  ☐ Property Manager*  Date

* Written authorization from the landlord petitioner is attached.  ☐ Yes  ☐ No