



San Francisco Residential Rent Stabilization and Arbitration Board

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

- A landlord’s petition based on “other” ground must include the following:
 - The Landlord Petition – “Other” Ground form;
 - 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.
 - Sufficient supporting documentation to allow an Administrative Law Judge to decide the petition. The landlord has the burden of proof.
- 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.
- You must submit 3 business-size envelopes (#10 size), pre-addressed to each tenant in the unit, with NO return address, with postage as follows: (1) one of the envelopes will be used to mail the Notice of Hearing to the tenant and must have first class postage for one ounce; (2) one must have sufficient postage for mailing the petition with attachment(s); and, (3) one must have first class postage for two ounces for mailing the decision to the tenant. You must also submit 2 business-size envelopes (#10 size), pre-addressed to each landlord party, with NO return address, with postage as follows: (1) one of the envelopes will be used to mail the Notice of Hearing and must have first class postage for one ounce; and, (2) one must have first class postage for two ounces for mailing the decision. *If a postage meter is used instead of postage stamps, please do NOT include a date on the meter marking.*

Rent Board Date Stamp

LANDLORD PETITION - “OTHER” GROUND

↓ Building Information ↓

_____ San Francisco, CA 941 _____
 Entire Building Address (include lowest and highest numbers) Zip Code Owned Since

 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 ↓

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? _____

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



San Francisco Residential Rent Stabilization and Arbitration Board

↓ 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:

Unit #	Tenant's Name	Phone Number*
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

***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