

**NOTICE OF INTENT TO WITHDRAW ACCOMMODATIONS  
FROM RENT OR LEASE**

**(BMC section 13.77.050.A.1)**

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Property Address: \_\_\_\_\_  
Berkeley, California

The undersigned declare as follows:

1. I am the holder of record title having the entire legal and equitable title to the property commonly known as: \_\_\_\_\_.
2. I intend to withdraw your rental unit and all other required accommodations on this property, as defined in Government Code section 7060(b), from the rental market in approximately 120 days on \_\_\_\_\_.
3. The date of withdrawal will be increased from 120 days to 1 year from the date of delivery of this notice for tenants who are disabled or 62 years of age or older and who inform me of this status within 60 days of service of this notice.
4. I will deposit with the Rent Board \$15,000 in relocation assistance for each occupied unit on the property that is to be withdrawn from the rental market.
5. I will deposit \$5,000 in additional relocation assistance for each tenant household that completes and mails the two postcards delivered with this notice within 30 days and qualifies as a low-income household or household with a child younger than 18 years or a household with an elderly or disabled tenant, or a household with a tenant whose tenancy began prior to January 1, 1999.
6. I have fully paid all fees due the City of Berkeley as required by Berkeley Municipal Code section 13.77.070.
7. I have determined that at least one member of your household is sufficiently fluent in English to understand the importance of the contents of this notice.

I certify under penalty of perjury that the foregoing is true and correct.

\_\_\_\_\_ Date: \_\_\_\_\_

**A COPY OF THIS NOTICE, WITH A PROOF OF SERVICE ON THE TENANT,  
MUST BE FILED WITH THE RENT BOARD**