

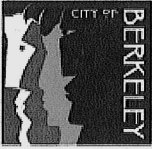
# HOW TO UPDATE THE UNIT STATUS FORM

To change the mailing address or agent →

To change the owner data →

To change the description or status of a unit →  
(If there is a new tenancy, a **Vacancy Registration Form** is required, too.)

If there are any changes, sign and date the form, and return it with your payment →



## UNIT STATUS FORM

Rent Stabilization Board

2813 MAIN ST  
05/17/2018

ABC MANAGEMENT CO  
~~1224 SHATTUCK AVE~~  
BERKELEY, CA 94700

MARY SMITH  
5980 COLUSA AVE  
EL CERRITO, CA ~~94600~~ **94530**

UNIT STATUS: 5 UNITS <sup>4</sup>/<sub>7</sub> EXEMPT

CHANGE OF ADDRESS:  
3456 Durant Ave.

Phone: 510.987.6543  
E-mail: msmith@gmail.com

Unit Address	Unit No.	Current Status	Status Last Changed	Current Tenancy Started
2813 MAIN ST	1	<del>Rented or Available</del> <b>Vacant Not Available</b>	<del>05/30/93</del> <b>5/16/16</b>	06/01/2011
2813 MAIN ST	2	Section 8 Verified	06/29/01	06/29/2001
2813 MAIN ST	3	<del>Rented or Available</del> <b>Owner Occupied</b>	<del>05/30/93</del> <b>7/2/16</b>	6/30/2007
2813 MAIN ST	4	<del>Rented or Available</del> <b>Rent Free</b>	<del>00/10/10</del> <b>3/10/17</b>	9/01/2012
2813 MAIN ST	5	<del>Owner Occupied</del> <b>Rented</b>	<del>05/15/09</del> <b>5/1/18</b>	5/15/2009

The 'Status Last Changed' indicates when the status of the unit last changed, not necessarily the beginning of the current tenancy. Please make corrections to information directly on this form. If you make changes, return this form with your payment. If a unit listed here as exempt is now rented, a pro-rated registration fee is due. Please contact our Registration Unit at 510-981-7368 (981-RENT) for calculation of additional amount due.

I declare under penalty of perjury that the information provided on this form is true and correct to the best of my knowledge and belief.

Signed: Mary Smith Date: 6/11/18

**If there are any changes to the Unit Status Form, PLEASE SIGN AND RETURN IT TO OUR OFFICE.**