

# 30-DAY NOTICE OF CHANGE IN TERMS OF TENANCY

2023-2024

**This form is provided as a convenience to you. The Rent Stabilization Ordinance does not require you to use it. In order to increase rent legally, you must comply with all applicable local and state laws.**

## Required Statements

West Hollywood Municipal Code §17.28.060(c) requires that a landlord who is increasing rent pursuant to the Annual General Adjustment include the following statements in English, Spanish, and Russian with the notice:

- that the property is subject to the provisions of the Rent Stabilization Ordinance of the City of West Hollywood;
- that a copy of the Ordinance and information about the maximum allowable rent that may be charged for each unit can be obtained from the Rent Stabilization Division;
- the Rent Stabilization Division's phone number; and
- "This property is also subject to Chapter 17.52 of the City of West Hollywood Rent Stabilization Ordinance, which includes, but is not limited to, the protections related to eviction and the prohibition against tenant harassment." (See Samples below.)

West Hollywood Municipal Code §17.36.070 requires that your notice include a statement that you are "in compliance with all provisions of the West Hollywood Rent Stabilization Ordinance and Regulations." If you choose to use a form other than this one, you must write this compliance statement somewhere on the form.

In addition, California law dictates the manner in which rent increase notices must be served. If you do not follow the requirements of California law regarding proper service, you run the risk of having your notice declared invalid by a court.

### **Sample - English Version:**

***This property is in compliance with all provisions of the West Hollywood Rent Stabilization Ordinance and Regulations.***

This property is subject to the provisions of the Rent Stabilization Ordinance of the City of West Hollywood. A copy of the Ordinance and information about the maximum allowable rent that maybe charged for each unit may be obtained from the Rent Stabilization Division located at: City of West Hollywood City Hall - 8300 Santa Monica Blvd., or by calling: (323) 848-6450. This property is also subject to Chapter 17.52 of the City of West Hollywood Rent Stabilization Ordinance, which includes, but is not limited to, the protections related to eviction and the prohibition against tenant harassment.

### **Sample - Russian Version:**

***Это свойство соответствует всем положениям Постановления и правил о стабилизации арендной платы в Западном Голливуде.***

ЭТОТ ДОМ ПОДПАДАЕТ ПОД ДЕЙСТВИЕ ЗАКОНА О РЕНТ-КОНТРОЛЕ ГОРОДА ВЕСТ ГОЛЛИВУДА. ИНФОРМАЦИЮ ОБ ЭТОМ ЗАКОНЕ, А ТАКЖЕ О МАКСИМАЛЬНО РАЗРЕШЕННОМ РЕНТЕ ЗА КАЖДУЮ КВАРТИРУ, МОЖНО ПОЛУЧИТЬ В ДЕПАРТАМЕНТЕ ЖИЛЬЯ И РЕНТ-КОНТРОЛЯ ПО АДРЕСУ 8300 SANTA MONICA BLVD., ИЛИ ПО ТЕЛЕФОНУ (323) 848-6450. НА ЭТО ИМУЩЕСТВО ТАКЖЕ РАСПРОСТРАНЯЕТСЯ ДЕЙСТВИЕ ГЛАВЫ 17.52 ПОСТАНОВЛЕНИЯ ГОРОДА ЗАПАДНОГО ГОЛЛИВУДА О СТАБИЛИЗАЦИИ АРЕНДНОЙ ПЛАТЫ, КОТОРОЕ ВКЛЮЧАЕТ, ПОМИМО ПРОЧЕГО, МЕРЫ ЗАЩИТЫ, СВЯЗАННЫЕ С ВЫСЕЛЕНИЕМ, И ЗАПРЕТ НА ПРИТЕСНЕНИЕ ЖИЛЬЦОВ.

### **Sample - Spanish Version:**

***Esta propiedad cumple con todas las disposiciones de la Ordenanza y Reglamentos de Estabilización de Alquileres de West Hollywood.***

Esta propiedad esta sujeta a las provisiones de la ordenanza de control de alquileres en la ciudad de West Hollywood. Una copia de la ordenanza y información sobre la renta maxima que puede ser cobrada por cada apartamento puede ser obtenida en la Division de Estabilización de Arrendamiento en: Alcaldia de la Ciudad de West Hollywood, 8300 Santa Monica Blvd., ó llamando al: (323) 848-6450. Esta propiedad también está sujeta al Capítulo 17.52 de la Ordenanza de Estabilización de Rentas de la Ciudad de West Hollywood, que incluye, entre otras, las protecciones relacionadas con el desalojo y la prohibición contra el acoso de inquilinos.

**ONLY ONE RENT INCREASE IS PERMITTED PER 12-MONTH PERIOD. IF AN INCREASE WAS ISSUED EARLIER THIS YEAR, ANOTHER ONE CANNOT BE ISSUED UNTIL 12 MONTHS HAVE PASSED**

# 30-DAY NOTICE OF CHANGE IN TERMS OF TENANCY

TO: \_\_\_\_\_

name(s)

Tenant(s) in possession of the premises at:

\_\_\_\_\_  
Street Address and Unit Number

## City of West Hollywood, County of Los Angeles, California

In accordance with West Hollywood Municipal Code Chapter 17.36, the terms under which you occupy these premises are being changed. **During the period beginning September 1, 2023 and ending August 31, 2024, WHMC Sec. 17.36.020 authorizes a rent increase not to exceed 2.50%.** Because you have lived at these premises for at least 12 months, or it has been at least 12 months since you were last issued a rent increase, your rent is being increased as follows:

### Rent Increase Calculation

*Example:*

<b>1</b>	<b>Current Monthly Rent:</b> (NOT including the \$6 monthly pass-through registration fee)	(A) \$ _____	A) \$1000
	<b>General Adjustment of 2.50% (percent)</b>	x 0.025	x 0.025 =
<b>2</b>	<b>Total Rent Increase:</b>	(B) \$ _____	B) \$25
<b>3</b>	<b>New Rent Total:</b> (NOT including the \$6 monthly pass-through registration fee)	(C) \$ _____ (Add lines A + B)	C) \$1025
<b>4</b>	<b>Add the \$6 pass-through registration fee</b>	(D) + \$6	D) + \$6 =
<b>5</b>	<b>NEW MONTHLY RENT PAYMENT:</b>	(E) \$ _____ (Add lines C + D)	E) \$1031

This change in terms of tenancy shall become effective on \_\_\_\_\_, 20\_\_\_\_\_  
which is at least 30 days from the date you received this notice.

**I certify that this property is in compliance with all provisions of the West Hollywood Rent Stabilization Ordinance and Regulations, including, but not limited to, payment of all applicable registration fees and penalties.**

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

\_\_\_\_\_, 20\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

For information or copies of this form contact:

City of West Hollywood  
Rent Stabilization Division

Phone: (323) 848-6450  
Email: [rsd@weho.org](mailto:rsd@weho.org)  
[www.weho.org/rent](http://www.weho.org/rent)

