



# KNOW YOUR RIGHTS

A Richmond Rent Program Guide  
for Tenants and Landlords



City of Richmond Rent Program  
440 Civic Center Plaza, Suite 200, Richmond, CA 94804  
510-234-7368 | [www.richmondrent.org](http://www.richmondrent.org) | [rent@ci.richmond.ca.us](mailto:rent@ci.richmond.ca.us)



# About the Richmond Rent Program

The mission of the Richmond Rent Program is to promote neighborhood and community stability, healthy housing, and affordability for Richmond tenants through that regulating of those Landlord and Tenant matters that reasonably relate to rents and evictions, while maintaining a Landlord's right to a fair return.

This guide is for Richmond landlords and tenants whose properties are covered by the Fair Rent, Just Cause for Eviction and Homeowner Protection Ordinance.

**Disclaimer:** This guide is for informational purposes only and is not intended to be legal advice. For more information about the Fair Rent, Just Cause for Eviction and Homeowner Protection Ordinance, Rent Board Regulations, and associated California law, please visit [www.richmondrent.org](http://www.richmondrent.org) or contact the Richmond Rent Program at (510) 234-RENT (7368).

**KNOW  
THE  
BASICS**



# The Richmond Rent Board and Rent Program

The **Rent Board** is a five-member board appointed by the City Council to establish policy, receive comments from the public, and hear Appeals to Rent Adjustment Petition Decisions made by the Rent Program Hearing Examiner. Meetings are regularly scheduled for the third Wednesday of each month, unless otherwise announced.

The **Rent Program** administers the Fair Rent, Just Cause for Eviction, and Homeowner Protection Ordinance (“Richmond Rent Ordinance”) and Richmond Relocation Ordinance.

The services provided by the Rent Program work towards accomplishing the goals of the Richmond Rent Ordinance to promote healthy and stable housing. These services include:

- Housing Counseling on issues related to the Richmond Rent Ordinance
- Dispute Resolution between Landlords and Tenants
- Referrals to Community Legal Services contracted with the Rent Program
- Community Outreach
- Administration of the Rent Adjustment Petition Process
- Educational Workshops
- Facilitate Richmond Rent Board Monthly Meetings
- Billing and Collection of the Residential Rental Housing Fee



# What is the Fair Rent, Just Cause for Eviction and Homeowner Protection Ordinance?

The Richmond Fair Rent, Just Cause for Eviction, and Homeowner Protection Ordinance RMC 11.100 (“Richmond Rent Ordinance”) was passed by a majority of Richmond voters in November 2016. The Richmond Rent Ordinance established the following principles:

- Rent Control
- Just Cause for Eviction Protections
- Rent Adjustment Petition Process
- Notice Filing Requirements

The Richmond Rent Ordinance may be found in Richmond Municipal Code 11.100 (Fair Rent, Just Cause for Eviction and Homeowner Protection Ordinance) or by visiting our website at [www.richmondrent.org/lawsandregulations](http://www.richmondrent.org/lawsandregulations).

Most of Richmond’s residential rental units are covered by the Richmond Rent Ordinance, but not all units are subject to both Rent Control and Just Cause for Eviction Protections.



# Rental Properties Covered by the Richmond Rent Ordinance

## Fully Covered Properties

Subject to Rent Control & Just Cause for Eviction Protections



Multi-Unit properties built with permits before February 1, 1995.

## Partially Covered Properties

Subject to Just Cause for Eviction Protections Only (No Rent Control)



- Governmentally Subsidized Units/Section 8
- Property with one dwelling unit on one parcel (i.e. Single Family Home or Condominium)
- “New Construction” built with permits after February 1, 1995

## Fully Exempt

No Rent Control or Just Cause for Eviction Protections



- Landlord and Tenant share kitchen and/or bathroom
- Permitted Accessory Dwelling Unit (ADU) added to a Single-Family Home, where the main house is owner-occupied\*
- Non-profit home for the aged

Contact the Richmond Rent Program to find out if your Rental Unit is covered by the Richmond Rent Ordinance.  
(510) 234-RENT (7368) | [rent@ci.richmond.ca.us](mailto:rent@ci.richmond.ca.us)

\*Single-Family Home (SFH) is one -dwelling unit on a parcel. Owner must live in SFH as primary residence.



# Property Enrollment, Tenancy Registration & Residential Rental Housing Fee

**Landlords have specific responsibilities to stay in compliance with the Richmond Rent Ordinance, including:**

## Property Enrollment & Tenancy Registration

Landlords of residential rental unit(s) located within the City of Richmond MUST enroll all their rental units with the Rent Program.

All rent-controlled tenancies must be registered and a new Tenancy Registration form must be completed whenever there is a complete change in tenancy.

## Pay the Residential Rental Housing Fee

The Residential Rental Housing Fee funds the administration of the Rent Program and the enforcement of the Rent Ordinance. Enrollment with the Richmond Rent Program requires fees including but not limited to an enrollment fee, business license, and rental inspection program compliance.

**Landlords not in compliance with the requirements listed above may not qualify to raise the rent and may be unable to lawfully evict.**

Scan the QR code to visit the Enrollment & Tenancy Registration web page:





# City of Richmond Fees Applicable to Residential Rental Properties

## **Finance Department**

### Business License Tax

(510) 620-5555

measure\_u\_info@ci.richmond.ca.us

Every person conducting any business activity in the City of Richmond needs to obtain an annual business tax certificate and pay an annual business tax. This applies to rental properties as well as commercial businesses.

## **Community Development, Building Division**

### Residential Rental Inspection Program (RRIP) Fee

(510) 690-8260

RichmondRRIP@ci.richmond.ca.us

Residential Rental Inspection Program: Owners of rental dwelling units within the City of Richmond are subject to the Residential Rental Inspection Program except those units that are exempt, including:

- Residential rental housing units that are subsidized by federal, state, or local government, and/or
- Newly constructed residential rental units for a period of five (5) years from the date of construction.

## **Fire Department**

### Fire Prevention Fee

(510) 307-8037

fireprevention@ci.richmond.ca.us

Multi-unit properties shall have an annual fire inspection. Single-Family Homes and Condominiums are exempt from this fee.

## **Richmond Rent Program**

### Rental Housing Fee

(510) 234- RENT (7368)

rent@ci.richmond.ca.us

Landlords subject to the Richmond Rent Ordinance shall pay the Residential Rental Housing Fee for each Rental Unit. Fully-Covered Rental Units (Rent control + Just Cause) pay the full fee. Partially-Covered Rental Units (Just Cause only) pay a lower fee. Rental Housing Fees are due within 30-days of the invoice due date, otherwise, late fees will apply.

**JUST CAUSE  
FOR EVICTION  
PROTECTIONS**



# Understanding Just Cause for Eviction Protections

**No Landlord shall take action to terminate any tenancy, without citing one of the following “Just Causes to Evict”:**

1. Failure to Pay Rent
2. Breach of Lease \*
3. Nuisance \*
4. Failure to Give Access \*
5. Owner/Relative Move-In *(Permanent Relocation Payment required, page 11)*
6. Withdrawal from the Rental Market (Ellis Act) *(Permanent Relocation Payment required, page 11)*
7. Temporarily Vacate due to Substantial Repairs *(Temporary Relocation Payment required, page 13)*
8. Temporary Tenancy

**\*A written warning notice must be served prior to a notice of termination of tenancy for Breach of Lease, Nuisance and Failure to Give (the Landlord) lawful access. Under Rent Board Regulations, written warning notices require specific language. Eviction caused by certain criminal activities may not require a written warning notice to cease.**

Scan the QR code or visit [www.richmondrent.org](http://www.richmondrent.org) for the Written Warning Notice Template.





# Just Cause for Eviction Noticing Requirements

**Failure to comply with the Richmond Rent Ordinance may be an affirmative defense to an unlawful detainer**

A Landlord must first ensure they are in compliance with the Rent Program prior to serving a Notice of Termination of Tenancy.

Landlords may contact Richmond Rent Program staff to confirm if all rental properties are enrolled, registered (rent-control only), and paid.

**File a copy of any eviction notice with the Rent Program**

Landlords are required to file a copy of any eviction notice along with a Proof of Service with the Rent Program within **two (2) business days** of having served the tenant.

**A Landlord or Authorized Agent may file a copy of an eviction notice by the following methods**

- **Mail:** Richmond Rent Program, 440 Civic Center Plaza, Suite 200, Richmond, CA 94804
- **In-Person Delivery:** 440 Civic Center Plaza, Second Floor, Richmond, CA 94804
- **Online Submission:** Complete the online form center by visiting [www.richmondrent.org](http://www.richmondrent.org) or scan the QR code below.

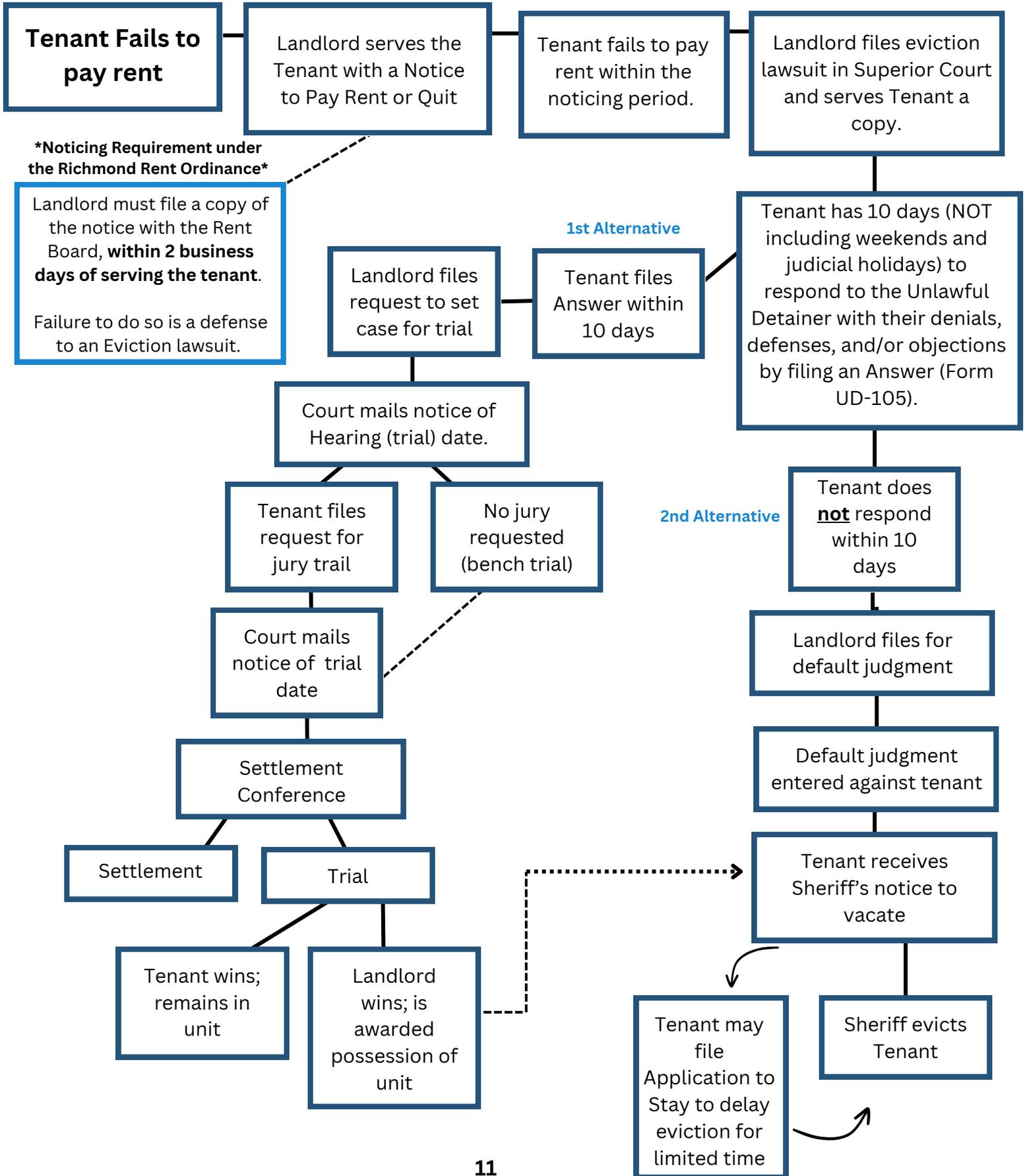
Noticing requirements do not apply to properties or units that are exempt from Just Cause for Eviction Protections.





# Eviction Process Overview

## For Non-Payment of Rent





# City of Richmond Relocation Ordinance

The Richmond Relocation Ordinance requires Landlords to pay relocation payments to Tenants who are required to move out of a Rental Unit due to certain circumstances. There are two categories of relocation payments: **Permanent and Temporary Relocation.**

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## Permanent Relocation Payments

- **Owner Move-In Eviction:** when a landlord or enumerated relative seeks to recover possession of a Rental Unit in good faith for use and occupancy as their Primary Residence.
- **Withdrawal from the Rental Market (Ellis Act):** provides landlords in California with a legal way to go out of the rental market business.
- **Government Agency's Order to Permanently Vacate:** Tenant has permanently vacated a Rental Unit in compliance with a governmental agency's order to vacate or due to health or safety conditions, regardless of whether the landlord served a notice to temporarily terminate the tenancy.

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## Temporary Relocation Payments

- **Vacating due to Substantial Repairs:** when a landlord needs to complete repairs (necessary to bring a unit into compliance) or due to a governmental order for the tenant to temporarily vacate the Rental Unit.



# How are Relocation Payments Determined?

- Relocation payment amount is determined by a City Council resolution.
- If more than one Tenant occupies the Rental Unit, each Tenant shall receive a pro-rata share of the Relocation Payment.
- The amount of the Relocation payment depends on the size of the unit and whether the tenancy qualifies as a “Qualified Tenant Household,” which includes one of the following:
  - Disabled
  - A child under the age of eighteen (18) years old
  - The household is considered lower income as defined in CA Health and Safety Code 50079.5
  - Tenant has a terminal disease as defined in CA Health and Safety Code 443.1 (q)

## Additional Information:

- Tenants may not waive their rights to a Relocation Payment. Any agreement whether written or oral, is a violation of public policy and is void.
- If the Tenant is not given relocation payments, they have the right to file a petition for Failure to Pay Relocation Payments with the Rent Program. Contact the Rent Program to speak with a Housing Counselor if you have questions.

Updated Relocation Payment amounts available  
on our website or scan the QR code:



# **RENT CONTROL**



# Understanding the Maximum Allowable Rent

The Richmond Rent Ordinance regulates the rent of properties under Rent Control.

## Key Terms

### **Base Rent**

The rent in effect as of July 21, 2015, or the first rent charged for Tenants that moved in after July 21, 2015.

### **Annual General Adjustment (AGA)**

The AGA is the annual allowable rent increase for rent-controlled properties. Under Measure P, passed by Richmond voters on November 8, 2022, the AGA equals 3% or 60% of the Consumer Price Index (CPI) in the Bay Area (inflation rate), whichever is less.

### **Maximum Allowable Rent (MAR)**

The maximum rent a landlord may collect. The MAR equals the Base Rent plus each year's AGA. The rent may not exceed the MAR.

## **How is the Maximum Allowable Rent Calculated?**

$$\text{BASE RENT} + \text{AGA} = \text{MAR}$$

An increase or decrease in the MAR is possible if certain conditions or reasons exist and a petition is filed with the Richmond Rent Program (see page 20).



# Annual General Adjustment Frequently Asked Questions

**When can the first AGA be taken after a new tenancy starts?**

One full calendar year must pass after the start of the tenancy and an AGA may apply to that tenancy on or after September 1 of each year.

**When is the AGA announced?**

The AGA is approved and announced no later than June 30th of every year by the Richmond Rent Board.

**When during the year can the AGA be taken?**

The AGA can apply on or after September 1 of each year after proper legal notice (see CA Civil Code 827).

**Can Landlords apply previous AGA increases?**

Yes, a limit of 5% of previously deferred AGAs can be recovered each year, plus the current year's AGA.

**Where can I find the current and previous AGAs?**

Up to date information on each years approved AGAs is available at [www.richmondrent.org/increase](http://www.richmondrent.org/increase) or scan the QR code below. See the next page for a chart for AGAs between 2016-2024.

For more information regarding Rent Increases, scan the QR code:





# Annual General Adjustment Rent Increases 2017-2025

<b>Year</b>	<b>Allowable Rent Increase</b>	<b>Applies to Tenants Who Moved in BEFORE:</b>
<b>2016</b>	<b>3.0%</b>	<b>September 1, 2015</b> (does not apply to rent increase notices dated on or before June 21, 2017)
<b>2017</b>	<b>3.4%</b>	<b>September 1, 2016</b>
<b>2018</b>	<b>3.6%</b>	<b>September 1, 2017</b>
<b>2019</b>	<b>3.5%</b>	<b>September 1, 2018</b>
<b>2020</b>	<b>2.9%</b>	<b>September 1, 2019</b>
<b>2021</b>	<b>1.6%</b>	<b>September 1, 2020</b>
<b>2022</b>	<b>3.0%</b>	<b>September 1, 2021</b>
<b>2023</b>	<b>3.0%</b>	<b>September 1, 2022</b>
<b>2024</b>	<b>1.44%</b>	<b>September 1, 2023</b>
<b>2025</b>	<b>1.62%</b>	<b>September 1, 2024</b>



# Rent Increase Noticing & Filing Requirements

Use the checklist below to make sure you don't miss a step!

- ✔ **Step 1:** Landlords should be in full compliance with the Richmond Rent Ordinance prior to increasing rent. To be in compliance a Landlord must **(1)** file a Property Enrollment Form, **(2)** Tenancy Registration Form for each existing tenancy in each Rental Unit, **(3)** pay the Residential Rental Housing Fee, and **(4)** have an active Rental Business License (contact the Business License Department- (510- 620-5555).

If a Landlord fails to comply with the Rent Ordinance, the rent increase shall be deemed **null and void**.

- ✔ **Step 2:** Complete the Maximum Allowable Rent Calculator (MAR). We recommend having the Base Rent and last rent increase notice available to ensure the amounts are correct. If you require assistance in calculating the MAR, contact the Richmond Rent Program.

- ✔ **Step 3:** Make copies of the completed Notice(s) of Rent Increase and Proof of Service for each Rental Unit.

- ✔ **Step 4:** Serve tenant(s) Notice of Rent Increase (30 or 90 day written notice- see CA Civil Code 827). Templates are available on the Rent Program website at [www.richmondrent.org](http://www.richmondrent.org). Landlords are not required to use the templates provided by the Rent Program.

- ✔ **Step 5:** File a copy of the Notice of Rent Increase and Proof of Service with the Richmond Rent Program within **10 business days** upon service of the Tenant. A landlord may file by one of the following methods:

- **In-Person Delivery:** Rent Program, 440 Civic Center Plaza, Second Floor, Richmond, CA 94804
- **Online Submission:** Complete the online Form Center on the Rent Program website at [www.richmondrent.org/increase](http://www.richmondrent.org/increase).
- **Mail:** Richmond Rent Program, 440 Civic Center Plaza, Suite 200, Richmond, CA 94804

If a Landlord is filing a notice of rent increase on **more** than five (5) Rental Units, they must upload the notices through the online portal in a separate Excel spreadsheet.

**RENT  
ADJUSTMENT  
PETITIONS**



# Rent Adjustment Petition: Who Can File?

- Any Tenant or Landlord subject to the Rent Control provisions of the Rent Ordinance may file a Rent Adjustment Petition. Units under Rent Control are also called “Fully Covered Units,” meaning Rent Control and Just Cause for Eviction Protections apply.
- Tenants who believe their unit should be subject to Rent Control but are not sure, may file a petition or ask a Housing Counselor. For example, homes that have been subdivided, have converted garages, or have an Additional Dwelling Unit (“ADU”).
- Units not subject to Rent Control may not file a Rent Adjustment Petition. These are usually properties that are only under Just Cause for Eviction Protections, new construction (post- Feb. 1995), or rentals subsidized by the government, such as Section 8 or Low Income Tax Credit (LIHTC) units, which are also called “Partially Covered Units.”
  - **Note:** Partially Covered Rental Units may file a petition for “Failure to Pay Relocation Payments” if a Landlord fails to pay relocation under the Richmond Relocation Ordinance.
- Tenants or Landlords may file the Rent Adjustment Petition themselves or have a representative file it for them.



**Not sure if you qualify to file a petition? Contact the Richmond Rent Program before filing at (510) 234-RENT(7368).**



# Tenant Rent Adjustment Petitions

Tenants may submit a petition with the Richmond Rent Program to adjust their rent downwards or for failure to receive temporary or permanent relocation payments. The petition must be completed and submitted to the Rent Program with supporting documentation.

## Attachment A

Excess Rent Due to Overcharges or Increase in Security Deposit. If a Tenant believes they are being charged more than the the Maximum Allowable Rent (MAR).

## Attachment B

Excess Rent Based on Overpayment Due to the Condition of the Rental Unit and/or Reduction in Rent Due to Decrease in Space/Services; Substantial Deterioration; Failure to Provide Adequate Services; Failure to Comply with Codes or the Implied Warranty of Habitability.

## Attachment C

Reduction in Number of Tenants allowed in the Rental Unit.

## Other Tenant Petitions

Scan QR to download Tenant Petitions:



- **Failure to Pay Relocation Payments:** The City of Richmond and the Richmond Rent Program require Landlords of Rental Units in the City of Richmond to pay relocation payments to Tenant who is ordered to vacate a rental unit through no fault of the Tenant such as the following:
  - Owner Move-In Eviction
  - Withdrawal from the Rental Market (Ellis Act) Eviction
  - Government Agency’s Order to Vacate due to Health and Safety Conditions
- **Rent Withholding for Failure to Register:** The Richmond Rent Program requires Landlords of Rental Units in the City of Richmond to pay the Residential Rental Housing Fee. A Tenant, who resides on a property that is subject to the Rent Ordinance may file a Petition for Authorization to Withhold Rent if the Landlord of the rental property they reside in has failed to pay the Residential Rental Housing Fee.



# Landlord Rent Adjustment Petitions

Landlords may submit a petition to the Richmond Rent Program to adjust rents upwards. The petition must be completed with all supporting documentation submitted to the Rent Program.

## Attachment A

Petition for Rent Increase under Fair Return Standard: Maintenance of Net Operating Income (MNOI).

## Attachment B

Increase in Number of Occupants Allowed. The Tenant and Landlord agree to an increase in the number of occupants allowed in the Rental Unit.

## Attachment C

Change in Space or Services. The Tenant and Landlord agree to an increase in space or services (e.g., the Tenant would like to have a dishwasher installed for a commercially reasonable rent increase).

## Attachment D

Restoration of Denied Annual General Adjustments (AGAs). A Landlord may file a petition to recover previous AGAs if they were denied due to housing, health, safety code violations, and if the property was not in compliance with the Rent Ordinance, etc.

## Attachment E

Increase in Security Deposit Due to Addition of Pet(s). Landlord and Tenant agree to increase the security deposit to add a pet deposit, so long as the pet is not a service, assistance, or emotional support animal.

Scan QR to  
download  
Landlord Petitions:



### Note:

If the Landlord petition is granted, the maximum **rent increase may not exceed 15% for one year**. If an increase in the MAR is greater than 15% one year, then the rent increase will be spread over multiple years.



# Steps to Filing a Rent Adjustment Petition

## ✓ **Step 1: Contact the Richmond Rent Program to speak with a Rent Program Services Analyst (“Housing Counselor.”)**

A Housing Counselor will cover the following:

- Discuss your individual case
- Inform you of your rights and responsibilities under the Rent Ordinance
- Explain the process for filing a petition

## ✓ **Step 2: Complete the Petition Packet, including supporting documentation/evidence.**

## ✓ **Step 3: Serve copies.**

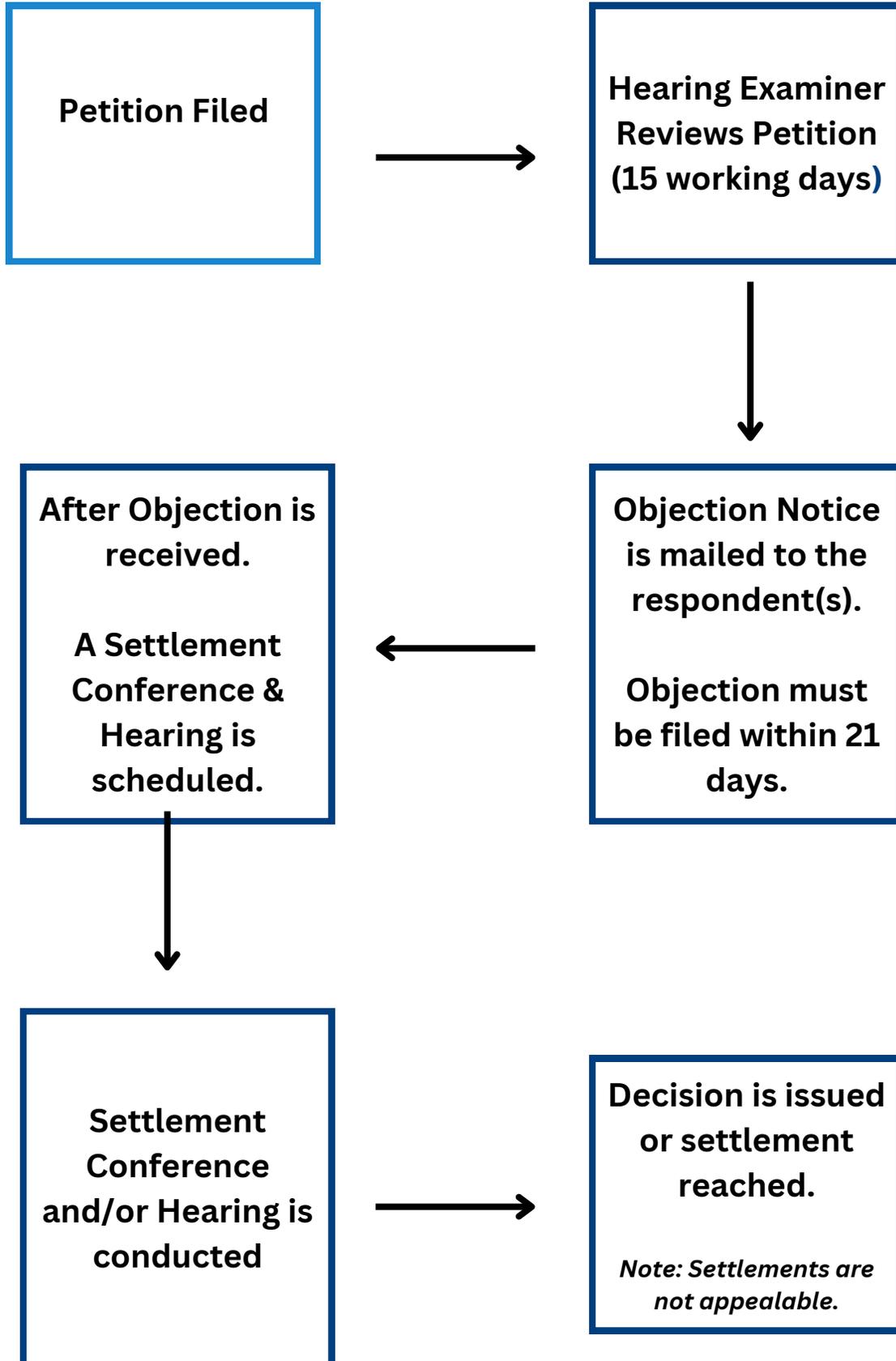
- Give a copy to the opposing party
  - The copy should include everything: the petition, videos, emails, etc.,
- Sign the Proof of Service
  - Proof of Service is a sworn statement that you delivered a copy to the other party.
- Give a copy to the Rent Program.
  - Rent Program’s copy should be identical AND include the proof of service

### **Note:**

After a Petition is filed with the Rent Program and is deemed complete. An Objection Notice is mailed to the Respondent(s). Both a Tenant and/or a Landlord may object to the other parties petition. They must file the objection **within 21 days** of the mailing of the notice.



# Hearing Process Overview

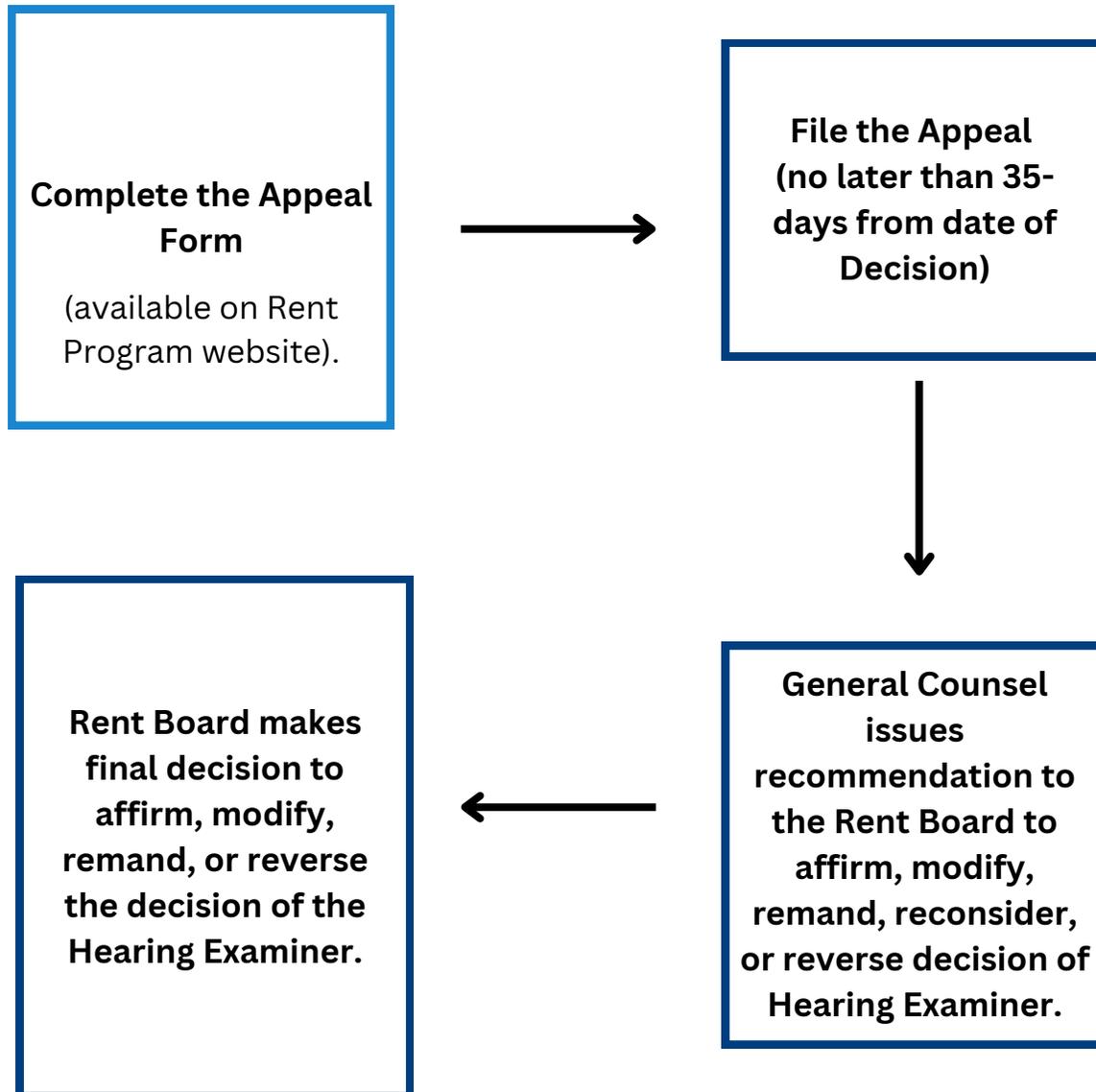




# Hearing Process: Filing an Appeal

Any party may Appeal the Decision of the Rent Program Hearing Examiner. The Appeal must be filed **no later than thirty-five (35) calendar days** after the date of the mailing of the Hearing Examiner's Decision.

**Follow the steps below to file an Appeal:**



**The Rent Board's Decision may be further appealed in Superior Court.**

# RESOURCES



# Community Resources

## Bay Area Rent & Housing Programs

### **CITY OF ALBANY**

Albany Rent Review Program  
1000 San Pablo Avenue  
Albany, CA 94706  
(510) 528-5710  
[www.albanyca.org](http://www.albanyca.org)

### **CITY OF BERKELEY**

Berkeley Rent Stabilization Board  
2000 Center St, #400  
Berkeley, CA 94704  
<https://rentboard.berkeleyca.gov/>

### **CITY OF OAKLAND**

250 Frank H. Ogawa Plaza, Suite 5313  
Oakland, CA 94612  
(510) 238-3721  
[www.oaklandca.gov/rent-adjustment-program](http://www.oaklandca.gov/rent-adjustment-program)

### **CITY OF ALAMEDA**

701 Atlantic Avenue  
Alameda, CA 94501  
(510) 747-4346  
[www.alamedarentprogram.org](http://www.alamedarentprogram.org)

### **CITY OF SAN PABLO**

Residential Health & Safety  
Program 13831 San Pablo Avenue  
San Pablo, CA 94806  
(510) 215-3030  
Email: [RHS@sanpabloca.gov](mailto:RHS@sanpabloca.gov)  
[www.sanpabloca.gov/Residential-Health-Safety](http://www.sanpabloca.gov/Residential-Health-Safety)

## **Legal Services & Information**

### **Eviction Defense Center**

350 Frank Ogawa Plaza, Suite 703  
Oakland, CA 94612  
(510) 452-4541  
[www.evictiondefensecenteroakland.org](http://www.evictiondefensecenteroakland.org)

### **Bay Area Legal Aid**

1025 Macdonald Avenue  
Richmond, CA 94804  
Legal Advice Line: (888) 551-0068  
Office Line: (800) 551-5554  
[www.bayarealegal.org](http://www.bayarealegal.org)

### **Contra Costa County Bar Association: Lawyer Referral and Information Service (LRIS)**

Call (925) 825-5700  
Office: (925) 686-6900  
[www.cccbba.org](http://www.cccbba.org)

### **Centro Legal De La Raza**

3400 E. 12th Street  
Oakland, CA 94601  
(510) 437-1554  
Email: [info@centrolegal.org](mailto:info@centrolegal.org)  
[www.centrolegal.org](http://www.centrolegal.org)

### **Contra Costa Senior Legal Services**

2702 Clayton Rd., Ste 202  
Concord, CA 94519  
(925) 609-7900  
Email: [legalhelp@ccsls.org](mailto:legalhelp@ccsls.org)  
[www.ccsls.org](http://www.ccsls.org)

### **Project Sentinel**

1490 El Camino Real  
Santa Clara, CA 95050  
(800) 339-6043  
Email: [info@housing.org](mailto:info@housing.org)  
[www.housing.org](http://www.housing.org)

### **East Bay Rental Housing Association**

3664 Grand Avenue, Ste B  
Oakland, CA 94610  
(510) 893-9873  
[www.ebrha.com](http://www.ebrha.com)

### **Contra Costa County Superior Court Self-Help Center**

(925) 608-2128  
Email: [selfhelpcivil@contracosta.courts.ca.gov](mailto:selfhelpcivil@contracosta.courts.ca.gov)  
[www.cc-courthelp.org](http://www.cc-courthelp.org)

### **Tenants Together**

474 Valencia St., #156  
San Francisco, CA 94103  
(415) 495-8100  
Email: [info@tenantstogether.org](mailto:info@tenantstogether.org)  
[www.tenantstogether.org](http://www.tenantstogether.org)

### **East Bay Community Law Center**

2921 Adeline Street  
Berkeley, CA 94703  
(510) 548-4040  
Email: [info@ebclc.org](mailto:info@ebclc.org)  
[www.ebclc.org](http://www.ebclc.org)

## [Emergency Shelters](#)

### **A Safe Place**

Main Line: (510) 986-8600

24/7 Line: (510) 536-7233

[www.asafeplace.org](http://www.asafeplace.org)

### **Family Emergency Shelter Coalition**

22671 3rd St

Hayward, CA 94541

(510) 581-3223

[www.fescofamilyshelter.org](http://www.fescofamilyshelter.org)

### **Ruby's Place**

20880 Baker Rd

Castro Valley, CA 94546

(510) 581-5626

24/7 Support: (888) 339-7233

Email: [info@rubysplace.org](mailto:info@rubysplace.org)

[www.rubysplace.org](http://www.rubysplace.org)

### **SAVE**

1900 Mowry Ave., Suite 201

Fremont, CA 94538

(510) 574-2250

[www.save-dv.org](http://www.save-dv.org)

### **Bay Area Rescue Mission**

2114 Macdonald Avenue

Richmond, CA 94801

(510) 215-4555

Email: [info@bayarearescue.org](mailto:info@bayarearescue.org)

[www.bayarearescue.org](http://www.bayarearescue.org)

## [Governmentally Subsidized Housing Resources](#)

### **Housing Authority of the County of Contra Costa (HACCC): Housing Choice Voucher and Section 8 Program**

Administrative Office:

3133 Estudillo St

Martinez, CA 94553

(925) 957-8001

[www.contracostaha.org](http://www.contracostaha.org)

### **Richmond Housing Authority**

450 Civic Center Plaza, 2nd Floor

Richmond, CA 94804

(510) 621-1300

[www.ci.richmond.ca.us/Housing-Authority](http://www.ci.richmond.ca.us/Housing-Authority)

## **Rent Assistance Resources**

### **Seasons of Sharing**

(415) 777-7120

[www.seasonofsharing.org](http://www.seasonofsharing.org)

### **Shelter Inc.**

(925) 335-0698

Email: [shelter@shelterinc.org](mailto:shelter@shelterinc.org)

[www.shelterinc.org](http://www.shelterinc.org)

### **Catholic Charities East Bay**

217 Harbour Way

Richmond, CA 94801

(510) 768-3100

Email: [info@cceb.org](mailto:info@cceb.org)

[www.cceb.org](http://www.cceb.org)

### **Keep People Housed- Bay Area Community Services**

(925) 430-5943

Email:

[keepcontracostahoused@bayareacs.org](mailto:keepcontracostahoused@bayareacs.org)

In-Person Application Assistance:

Monument Impact

(925) 682-8248

2699 Monument Blvd.

Concord, CA 94520

## **Property Owner & Housing Resources**

### **Community Housing Development Corporation**

1535 Fred Jackson Way

Richmond, CA 94801

(510) 412-9290

Email: [info@communityhdc.org](mailto:info@communityhdc.org)

[www.communityhdc.org](http://www.communityhdc.org)

### **California Department of Housing and Urban Development (HUD)**

One Sansome St., Suite 1200

San Francisco, CA 94107

(415) 489-6400

[www.hud.gov/california](http://www.hud.gov/california)

### **California Department of Consumer Affairs**

1625 North Market Blvd., Suite N 112

Sacramento, CA 95834

(800) 952-5210

[www.dca.ca.gov](http://www.dca.ca.gov)

*Helpful Links:*

[CA Dept. of Real Estate](http://www.dre.ca.gov)

[www.dre.ca.gov](http://www.dre.ca.gov)

[CA Guide to Residential Tenants' and  
Landlords' Rights and Responsibilities](http://www.landlordtenant.dre.ca.gov)

[www.landlordtenant.dre.ca.gov](http://www.landlordtenant.dre.ca.gov)



## Additional Rent Program Resources



Access the **Richmond Rent Board** website. The Richmond Rent Board meets every third Wednesday of each month. All meeting agendas and packets are available online.

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Access historic, current, and proposed budgets and corresponding fee studies on the Richmond Rent Program **Budgets and Reports** website.

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Access the Richmond Rent Board **Laws & Regulations** web page to find the Fair Rent, Just Cause for Eviction and Homeowner Protection Ordinance, Richmond Relocation Ordinance, and Rent Board Regulations.

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Landlords and Tenants may request that an Administrative Decision be rendered regarding the applicability of the Rent Ordinance or a claimed exemption described in the Rent Ordinance. Access the applications to **Claim an Exempt or Inapplicable Status**.

# MY NOTES

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*Community Stability*

*Healthy Housing*

*Housing Affordability*

**CALL**

**510-234-RENT (7368)**

**TO SCHEDULE AN APPOINTMENT WITH RENT PROGRAM  
STAFF OR TO LEARN MORE ABOUT YOUR RIGHTS,  
RESPONSIBILITIES AND RECOURSE UNDER THE RICHMOND  
RENT ORDINANCE**



City of Richmond Rent Program

440 Civic Center Plaza, Suite 200, Richmond, CA 94804

510-234-7368 | [www.richmondrent.org](http://www.richmondrent.org) | [rent@ci.richmond.ca.us](mailto:rent@ci.richmond.ca.us)