

For tenant counseling regarding this document, contact:
Housing Rights Committee (415) 703-8644
Chinatown Community Development Center (415) 984-2728
Causa Justa (415) 487-9203
San Francisco Tenants' Union <https://www.sftu.org/drop-in-clinic/>

NOTICE TO LANDLORD — FINANCIAL IMPACTS OF COVID-19

(Landlord Contact Information)

Sent via: U.S. Mail | E-mail (circle all that apply)

I am writing regarding my tenancy at _____.

Pursuant to the *Second Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency* issued by Mayor London Breed on March 13, 2020, as amended, I hereby provide notice that I am unable to make a rent payment in the amount of _____ that was due on or around _____ due to financial impacts related to COVID-19.

Documentation of Financial Impact

Due to financial impacts related to COVID-19, I am unable to pay rent because:

Additional Supporting Documentation of Financial Impact (Check One)¹

- Additional documentation (e.g. letter from employer, medical bills, etc.) is attached.
- Additional documentation will be provided within 7 calendar days.
- No additional documentation exists and/or I am currently unable to obtain additional documents.

Sincerely,

Tenant Signature

Date

Tenant Name (Print)

¹ From the Mayor's Office on Housing & Community Development: Documentation "may be satisfied with a letter, email, or other written communication that explains the financial impact that the tenant is experiencing. The explanation should be objectively verifiable. Third-party documentation is not necessary to satisfy this step, but tenants are advised to provide supporting documents."