

For tenant counseling regarding this document, contact:  
Housing Rights Committee (415) 703-8644  
Chinatown Community Development Center (415) 984-2730  
Causa Justa (415) 487-9203  
San Francisco Tenants' Union <https://www.sftu.org/drop-in-clinic/>

## NOTICE TO LANDLORD — FINANCIAL IMPACTS OF COVID-19

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(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:

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### Additional Supporting Documentation of Financial Impact (Check One)<sup>1</sup>

- 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,

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Tenant Signature

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Date

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<sup>1</sup> From the Mayor's Office of Housing & Community Development: "A tenant may satisfy this requirement with a letter, email, or other communication written by the tenant that explains the financial impact they are 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."

Tenant Name (Print)