



San Francisco Residential Rent Stabilization and Arbitration Board

<p><i>Esta notificación puede afectar a sus derechos como inquilino. Si necesita este formulario en Español, por favor llame al 415-252-4602 o visite a la oficina de La Junta del Control de Rentas en 25 Van Ness Avenue, #320, San Francisco.</i></p>	<p>本項公告可能會影響您身為房東的權利。如果您需要此表格的中文版本，請致電 415-252-4602 或造訪租務委員會辦公室，地址是：25 Van Ness Avenue, #320, San Francisco。</p>
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Pre-Buyout Negotiations Disclosure Form Required by Ordinance Section 37.9E

Beginning March 7, 2015, any landlord who wishes to commence “buyout negotiations” with a tenant must first make certain written disclosures to the tenant. This three-page document contains all of the legally required disclosures and must be served on the tenant prior to the commencement of “buyout negotiations.” The following definitions apply:

- “Buyout negotiations” means any discussion or bargaining, whether oral or written, between a landlord and tenant regarding the possibility of entering into a “buyout agreement.”
- A “buyout agreement” means an agreement wherein the landlord pays the tenant money or other consideration to vacate the rental unit. (An agreement to settle a pending unlawful detainer [eviction] action in court is not considered a “buyout agreement.”)

The landlord must fill in the blanks below prior to giving this Pre-Buyout Negotiations Disclosure Form to the tenant:

(a) The landlord intends to enter into Buyout Negotiations to recover possession of the rental unit located at:

San Francisco, CA			
Tenant’s Address: Street Number	Street Name	Unit Number	Zip Code

(b) The following people will be conducting Buyout Negotiations on behalf of the landlord. (If the landlord is an entity, the landlord shall provide the names of all people within that entity who will be conducting the Buyout Negotiations.)

1. _____ Print Name Here	2. _____ Print Name Here
3. _____ Print Name Here	4. _____ Print Name Here

(c) The following people will have decision-making authority over the terms of the Buyout Agreement on behalf of the landlord. (If the landlord is an entity, the landlord shall provide the names of all people within that entity who will have decision-making authority over the terms of the Buyout Agreement.)

1. _____ Print Name Here	2. _____ Print Name Here
3. _____ Print Name Here	4. _____ Print Name Here



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Tenant Disclosures Required by Rent Ordinance Section 37.9E

- (1) A tenant has the right not to enter into a Buyout Agreement or Buyout Negotiations.
- (2) A tenant may choose to consult with an attorney before entering into a Buyout Agreement or Buyout Negotiations.
- (3) Tenants' rights organizations and their contact information are listed on page 3 as Attachment A.
- (4) Information about tenants' rights is also available at the Rent Board's office (25 Van Ness Avenue, Room 320, San Francisco, CA), through its counseling telephone number (415-252-4602) and on its website (www.sfrb.org). A tenant may visit the Rent Board's office for information about other Buyout Agreements in the tenant's neighborhood.
- (5) A tenant may rescind a Buyout Agreement for up to 45 days after the Buyout Agreement is fully executed. In order to rescind a Buyout Agreement, the tenant must, on or before the 45th day following the execution of the Buyout Agreement by all parties, hand deliver, email, or place in the mail a statement to the landlord indicating that the tenant has rescinded the Buyout Agreement. Any Buyout Agreement that does not comply with the requirements of Rent Ordinance Section 37.9E(f) shall not be effective and may be rescinded by the tenant at any time.
- (6) A landlord's ability to convert the tenant's building into condominiums may be affected by a Buyout Agreement pursuant to Subdivision Code Section 1396(e)(4) if: "(a) a senior, disabled, or catastrophically ill tenant in the building entered into a Buyout Agreement for any unit in the building, or (b) two or more tenants entered into Buyout Agreements during the period beginning ten years prior to the date of the condominium conversion application and ending on the date of the final or parcel map approval. For purposes of this subsection, a "senior" shall be a person who is 60 years or older and has been residing in the unit for ten years or more at the time of the Buyout Agreement; a "disabled" tenant shall be a person who is disabled within the meaning of Title 42 United States Code Section 12102 and has been residing in the unit for ten years or more at the time of Buyout Agreement; and a "catastrophically ill" tenant shall be a person who is disabled within the meaning of Title 42 United States Code Section 12102 and who is suffering from a life threatening illness as certified by his or her primary care physician and has been residing in the unit for five years or more at the time of Buyout Agreement."

Each tenant must sign this three-page Pre-Buyout Negotiations Disclosure Form below and write the date the landlord provided the tenant with the disclosure form. The landlord is not required to file a copy of the Disclosure Form with the Rent Board. The landlord is required to retain a copy of each signed Disclosure Form for five years, along with a record of the date the landlord provided the disclosure to each tenant.

1. _____
Print Tenant's Name Here

2. _____
Print Tenant's Name Here

1. _____
Tenant's Signature

2. _____
Tenant's Signature

1. _____
Date the landlord provided tenant with the Disclosure Form

2. _____
Date the landlord provided tenant with the Disclosure Form



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ATTACHMENT A – TENANTS’ RIGHTS ORGANIZATIONS

AIDS Legal Referral Panel
1663 Mission Street #500
San Francisco, CA 94103
(415) 701-1100 (phone)
(415) 701-1400 (fax)
www.alrp.org

Asian Americans Advancing Justice - Asian Law Caucus
55 Columbus Avenue
San Francisco, CA 94111
(415) 896-1701 (phone)
(415) 896-1702 (fax)
www.advancingjustice-alc.org

Asian Pacific Islander Legal Outreach
1121 Mission Street
San Francisco, CA 94103
(415) 567-6255 (phone)
(415) 567-6248 (fax)
www.apilegaloutreach.org

Bay Area Legal Aid
(Section 8 and public housing)
1035 Market Street, 6th Floor
San Francisco, CA 94103
(415) 982-1300 (phone)
(415) 982-4243 (fax)
www.baylegal.org

Bayview/Hunters Point Community Legal
(Tenants living within zip code 94124 only)
4622 3rd Street (in Salvation Army Outreach Center)
San Francisco, CA 94124
(415) 735-4124 (phone)
(415) 534-3469 (fax)
bhpcommunitylegal.org

Causa Justa::Just Cause
(Spanish-speakers and SRO tenants)
2301 Mission Street, Suite 201
San Francisco, CA 94110
(415) 487-9203 (phone)
(415) 487-9022 (fax)
By Appointment Only:
Mon & Wed 1-5 pm;
Tues, Thurs & Fri 9:30-Noon & 1-5:30 pm.
www.cjic.org

Chinatown Community Development Center
(Cantonese, Mandarin & English-speaking tenants)
663 Clay Street
San Francisco, CA 94111
(415) 984-2728 (phone)
(415) 984-2724 (fax)
www.chinatowncdc.org

Housing Rights Committee of SF
(bring proof of income; counseling is free)
417 South Van Ness Avenue (bet. 15th & 16th St.)
San Francisco CA 94103
(415) 703-8644 (phone)
(415) 703-8639 (fax)
Mon-Thurs: 1:00 p.m.-5:00 p.m.
www.hrcsf.org

Legal Assistance to the Elderly, Inc. (Age 60+)
701 Sutter Street (at Taylor Street)
San Francisco, CA 94109
(415) 538-3333(phone)
(415) 538-3316 (fax)
www.laesf.org

San Francisco Tenants Union
558 Capp Street (near Mission & 21st Street)
San Francisco, CA 94110
(415) 282-6622 (recorded message & hours)
www.sftu.org

SRO Collaboratives:
(1) Central City SRO Collaborative
48 Turk Street
San Francisco, CA 94102
(415) 775-7110 (phone)
www.ccsro.org

(2) Chinatown SRO Collaborative
c/o Chinatown Community Development Center
1525 Grant Avenue
San Francisco, CA 94133
(415) 984-1489 (phone)
(415) 362-7992 (fax)
www.chinatowncdc.org

(3) Mission SRO Collaborative
938 Valencia Street
San Francisco, CA 94110
(415) 282-6209, ext. 12 or 16 (phone)

Tenderloin Housing Clinic
(Tenants in hotels and Tenderloin residents)
126 Hyde Street, 2nd Floor
San Francisco, CA 94102
(415) 771-9850 (phone)
www.thclinic.org