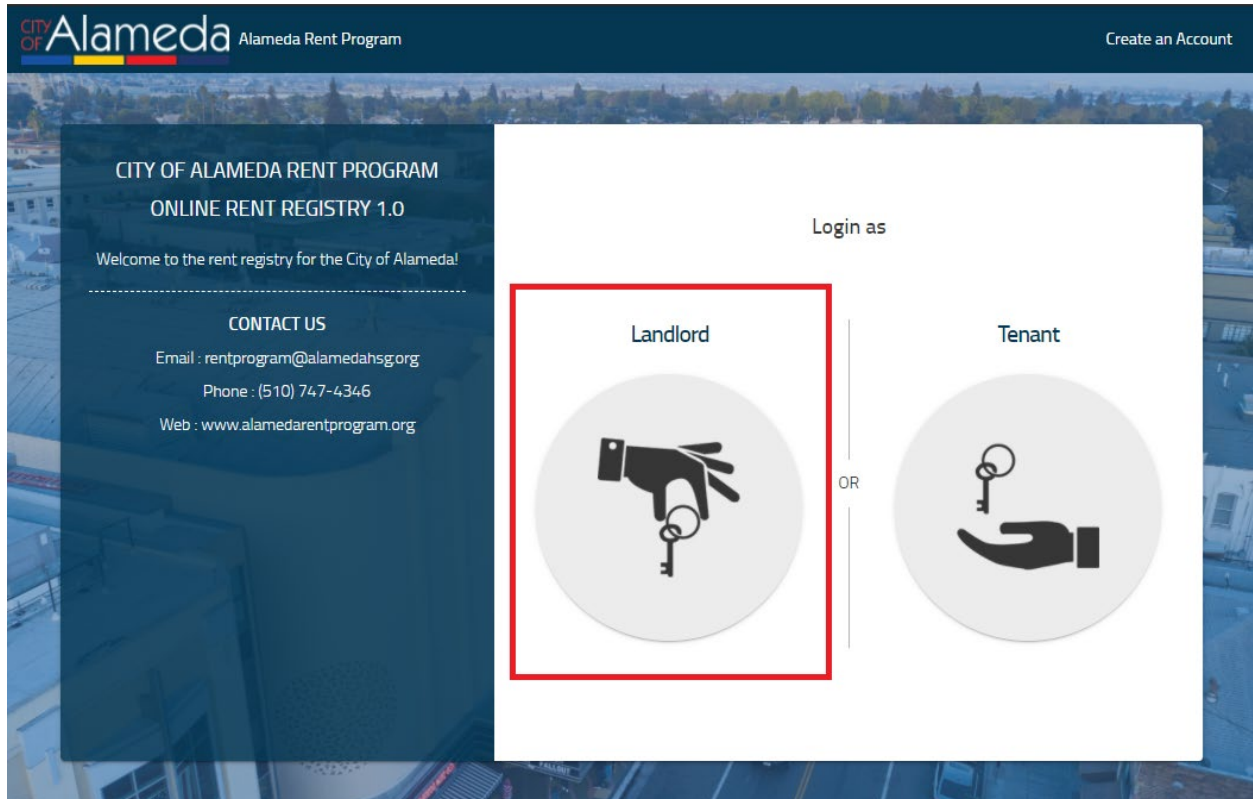## Landlord Petition

Landlords may file a petition for an upward adjustment of rent or contest the determination of the Maximum Allowable Rent if each rental unit included in the petition has been properly enrolled and registered with the City of Alameda. Landlords must also be in compliance with the City of Alameda's rent ordinances and regulations, and have paid all rent program fees and business license tax for the rental units. The unit(s) must comply with applicable state and city health, safety, building, and housing codes.

1. Login to your Rent Registry Account.

2. Open the property you would like to file a Landlord Petition for.

3. Click the Property Actions menu, then click File a Landlord Petition.

4. Review the instructions in full, then click 'NEXT'.

Questions? Contact the Alameda Rent Program at 510-747-7520 or rentprogram@alamedaca.gov

5. Enter information for each question displayed.

a. Choose the unit(s) you would like to file a Landlord Petition for in the drop-down menu.

b. If you are filing a Fair Return petition, check the 'Fair Return Petition' box and upload your completed Form RP-200 Attachment A.

c. If you are filing a Maximum Allowable Rent petition, check the 'Maximum Allowable Rent Petition' box and fill in the fields below.

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6. Upload all necessary supportive documentation to substantiate your statements, such as a copy of the rental agreement, copies of rent increase notices, or rent checks.

7. Click the 'Compliance and Penalty of Perjury' check box. Enter your full name and title.

8. When ready to submit your Landlord Petition, click 'SUBMIT'.

9. The Alameda Rent Program will review the Landlord Petition case and contact the appropriate parties to move the case forward to the next step. The case status will update to reflect the current step of the petition process.

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