



City of Alameda Rent Program  
950 W. Mall Square, Room 172  
Alameda, CA 94501

PHONE (510) 747-7520  
FAX (510) 865-4028  
EMAIL [rentprogram@alamedaca.gov](mailto:rentprogram@alamedaca.gov)

• FORM RP-202 (D) •

**Notice for Tenant to Request an Offer to Renew a Tenancy in a  
Previously Withdrawn Rental Unit or a Rental Unit That Has Been  
Demolished**

*Contact us if you need translation services or reasonable accommodations due to disabilities.*

**PURPOSE**

When serving a notice of termination of tenancy based on Withdrawal of the Rental Unit from the Rental Market, including situations where a Rental Unit is to be demolished, the landlord must provide two copies of the following attachment to each tenant. The tenant may then use this attachment to advise the landlord that the tenant wishes to consider an offer to renew the tenancy if the unit is placed back on the rental market, or a new rental unit is constructed on the property, within five years of the date when the unit was withdrawn from the rental market. See City of Alameda's Ellis Act Policy, at Section 3, A.1.

**INSTRUCTIONS**

**LANDLORD:** Provide this attachment to the tenant(s) at the same time and in the same manner as the notice of termination of tenancy.

Tenant instructions and deadlines are included with the attachment.

## ATTACHMENT RP-202 (D) FOR THE TENANT (one page)

- This is an important document, please have it translated. If you require interpretation, please call (510) 747-7520 or come to our office.
- Este es un documento importante, hágalo traducir. Si usted requiere interpretación, por favor llame al (510) 747-7520 o diríjase a nuestra oficina.
- 本文件為重要文件，請做好翻譯。我們免費提供翻譯服務。如果您需要翻譯服務，請致電 (510)747-7520，或來我們辦公室。
- Đây là tài liệu quan trọng, vui lòng biên dịch. Nếu bạn cần giải thích, xin gọi (510) 747-7520 hoặc đến văn phòng của chúng tôi.
- Ito ay isang mahalagang dokumento, mangyaring ipasalin ito. Kung kailangan mo ng interpretasyon, mangyaring tumawag sa (510) 747-7520 o Dumating sa aming opisina.

### INSTRUCTIONS

TENANT: All tenants displaced due to a unit's withdrawal from the rental market, including situations where a Rental Unit has been demolished, shall have the right of first refusal to return to the unit if it should be returned to the market, or a new rental unit constructed on the property, by the landlord or successor landlord within five years after the date the unit is withdrawn from the rental market. If the tenant returns to the unit, the rent will be set at an amount not to exceed 5 percent above the rent lawfully paid by the tenant at the time the landlord served the notice of termination of tenancy. In situations where the rental unit was demolished and a new rental unit constructed on the property, the Program Administrator will determine the rent the landlord may lawfully charge the tenant.

If you wish to consider an offer renewing your tenancy at the rental unit, you must complete this form and, within 30 days from the date you vacate the rental unit, provide a copy to the landlord and the Rent Program.

### ONGOING REQUIREMENT

If your mailing address or email address changes during the five-year period, it is your obligation to notify the landlord and the Rent Program, in writing, of such change.

## Tenant Contact Information

Address of Rental Unit Tenant is Vacating \_\_\_\_\_, Alameda, CA  
(Street Address)

Addresses to Which the Offer to Renew Should Be Sent

Mailing Address \_\_\_\_\_, \_\_\_\_\_  
(Street Address) (City, State, Zip)

Tenant Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

## Tenant Signature

Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_