



LAHD - Landlord Declarations
 P.O. 17100
 Los Angeles, CA 90057
 LAHD Hotline (866) 557-7368
 housing.lacity.org

Exemption Application To Convert to Affordable Housing

Affordable Housing Accommodations (LAMC 151.02.9 & 165.03.M) - are housing accommodations with an executed government imposed regulatory agreement recorded which is either already recorded with the Los Angeles County Recorder, or will be recorded within six months of the filing of an exemption, guaranteeing that the subject housing accommodations will be affordable to either lower income or very low income households for a period of at least 55 years, with units affordable only to households with an income of 60 percent of an Area Median Income or less. None of the subject housing accommodations shall be affordable to only households with incomes greater than 60 percent of the Area Median Income, as these terms are defined by the U.S. Department of Housing and Urban Development. "Lower Income or very low income households" defined in accordance with California Health and Safety Code Sections 50079.5 and 50105.

Section A - Property Information			
(1) PLEASE GIVE THE EXACT ADDRESS OF THE PROPERTY BY THE <u>LOWEST</u> STREET NUMBER ON THE LOT.			
NUMBER	STREET NAME	CITY	ZIP CODE
(2) TOTAL # OF UNITS	(3) UNITS CLAIMED EXEMPT	(4) ASSESSOR'S PARCEL NUMBER (ONE APPLICATION PER APN)	
(5) NAME OF LEGAL PROPERTY OWNER			
(6) OWNER'S MAILING ADDRESS AND EMAIL ADDRESS			DAYTIME PHONE NUMBER
(7) NAME OF BUYER ON PURCHASE AGREEMENT IF APPLICABLE. PLEASE ATTACH A COPY OF A CORPORATE BOARD RESOLUTION AUTHORIZING SIGNATOR TO SIGN ON BEHALF OF BUSINESS ENTITY AND TO SUBMIT THIS APPLICATION.			
(8) BUYER'S MAILING ADDRESS, DAYTIME PHONE NUMBER, EMAIL ADDRESS (IF DIFFERENT FROM ABOVE)			

Section B - Requirements

A Government imposed regulatory agreement:

Has been recorded with the Los Angeles County Recorder; or

Shall be recorded within six months of the filing of this Affordable Housing Exemption Application. If the landlord fails to record within 6 months, the exemption will be revoked, evictions will not be permitted and for RSO units the re-rental provisions pursuant to LAMC 151.09.A.14 must be followed.

Please identify the relocation requirements which govern this project. Check all that apply.:

Uniform Relocation Act

California Relocation Assistance Act

RSO

Section C - Notices to Landlord

The Department shall have the authority to revoke an exemption for failure to adhere to any of the conditions for an exemption set forth in the RSO or JCO. You must notify the Rent Stabilization Division of changes to any of the provisions identified in this form that provided the basis for the exemption

NOTICE FOR RSO UNITS

1. The annual rent increases shall be in accordance with LAMC 151.06.D for tenancies established prior to the conversion to affordable housing units where the household has not received relocation assistance.
2. The landlord must also comply with Tenant Habitability Program per LAMC 151, if applicable.
3. If the landlord fails to record within 6 months, the exemption will be revoked, evictions will not be permitted and for RSO units the re-rental provisions pursuant to LAMC 151.09.A.14 must be followed.

NOTICE FOR RSO AND JCO UNITS

1. If the landlord fails to record within 6 months, the exemption will be revoked and evictions will not be permitted.

Section C - Certification

I hereby declare, under penalty of perjury under the laws of the State of California, that the information provided in this form and attachments is true and correct to the best of my knowledge and belief. I state that I am legally authorized to bind the ownership entity for this property, and I further agree to permit the City of Los Angeles to verify the accuracy of the records provided and to sign all waivers and other documents as may be required to permit such verification.

PRINT NAME: _____

SIGNATURE _____ DATE _____

Section - Required Documentation

1. A copy of the "Articles of Incorporation and By-laws," or the "Limited Partnership
2. A copy of a government imposed Regulatory Agreement that has been recorded with the Los Angeles County Recorder's Office.
3. A copy of your relocation plan, which specifies that tenants will receive at a minimum the RSO relocation benefits consistent with RSO.
4. Completed application and documents should sent to:

Los Angeles Housing Department: Attn Landlord Declarations
PO BOX 17100, Los Angeles, CA 90057

OR

Via email to LAHD.Declarations@Lacity.org