

This form is provided to Landlords free of charge by

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Please email us and we will send you instructions on filling out and serving this notice, and will answer any other questions you may have.



The Order prohibits evictions during the term of the proclamation of emergency adopted by the City Council in Resolution No. 20-026, that are based on non-payment of rent, where the tenant can document a substantial decrease in household income that was caused by the COVID-19 pandemic or the governmental response to it.

You may notify your Landlord of your intention to assert this defense by filling out and returning the attached form.

Dated:

By: \_\_\_\_\_

Name:

Landlord/ Agent

Attachment 1: Notification to Landlord of Eviction Protection Due to COVID-19

**THIS NOTICE SUPERSEDES ALL PREVIOUSLY SERVED NOTICES TO PAY OR QUIT**

## **Notification to Landlord of Eviction Protection Due to COVID-19**

On March 16, 2020, Governor Gavin Newsome Issued Executive N-28-20 (the “Order”), that authorized local governments to limit a Landlord’s ability to evict a tenant between the date of the Order and May 31, 2020.

On March 17, 2020, the City of Vallejo adopted an emergency order limiting residential and commercial evictions (the “Order”).

The Order suspends evictions until the termination of the proclamation of emergency adopted by the City Council in Resolution No. 20-026, that are based on non-payment of rent or a foreclosure, where the Tenant can document the following:

1. substantial decrease in household or business income (including but not limited to, a substantial decrease in household income caused by layoffs or a reduction in the number of compensable hours of work, or a substantial decrease in business income caused by a reduction in opening hours or consumer demand), or substantial out-of- pocket medical expenses; and
2. That the decrease in household or business income or the out-of-pocket medical expenses described in the preceding paragraph was caused by the COVID-19 pandemic, or by any local, state, or federal government response to COVID-19, and is documented.

If you qualify as for the protections of the Order, you should notify the landlord, and provide documentation of income loss due to COVID-19, prior to the expiration of the three day notice.

You may use this form to notify your landlord that you intend to stop an eviction because you have a substantial loss of income that was caused by COVID-19:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Amount of Rent Due and Unpaid: \_\_\_\_\_

My income has substantially decreased as a result of COVID-19, including the governmental response to it, due to the following: (you must check at least one)

- Job or Income Loss due to COVID-19
- Missing work to care for a child due to school closure in response to COVID-19
- Reduction of hours due to COVID-19
- State or local emergency action, in response to COVID-19, that prevents me from working or opening my business
- Substantial increase in out of pocket medical expenses due to COVID-19
- Other: \_\_\_\_\_

**Documentation Required.** In addition to notifying your Landlord that you are protected (above), you must also provide written documentation establishing that you qualify.

I have attached the following required documentation that my loss in income is related to COVID-19:

- Letter from employer citing COVID-19 as a reason for reduced work hours or termination;
- Employer paycheck stubs;
- Notification from a school declaring a school closure related to COVID-19;
- California Driver's License or other documentation of date of birth (if over 65);
- A letter or other document provided by a physician that documents an applicable medical condition.
- Other proof of substantial loss of income related to COVID-19

Tenant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## DECLARATION OF SERVICE OF NOTICE TO RESIDENT

I, the undersigned declare that at the time of service of the papers herein referred to, I was at least eighteen (18) years of age, and that I served the following notice:

Three Day Notice to Pay Rent or Quit

On the following resident(s): \_\_\_\_\_, and  
all tenants in possession

on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

BY DELIVERING a copy for each of the above-named resident(s) PERSONALLY

**OR**

BY LEAVING a copy for each of the above-named resident(s) with a person of suitable age and discretion at the residence or usual place of business of the resident(s), said resident(s) being absent thereof;

AND MAILING by first class mail on said date a copy to each resident(s) by depositing said copies in the United States Mail, in a sealed envelope, with postage fully prepaid, addressed to the above-named resident(s) at their place of residence.

**OR**

BY POSTING a copy for each of the above-named resident(s) in a conspicuous place on the property therein described there being no person of suitable age or discretion to be found at the residence or any known usual place of business of said resident(s);

AND MAILING by first class mail on said date a copy to each resident(s) by depositing said copies in the United States Mail, in a sealed envelope, with postage fully prepaid, addressed to the above-named resident(s) at their place of residence.

I declare, under penalty of perjury, that the foregoing is true and correct and if called as a witness to testify thereto, I could do so competently.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_ California.

\_\_\_\_\_  
Declarant