



Letter Template Regarding Rent Rollback

Pasadena tenants: once Measure H has come into effect, your legal rent may decrease. Use this form to properly notify your landlord about the rent decrease. We strongly recommend you contact the Pasadena Tenants Union so that somebody can check the details.

Instructions: **DOWNLOAD** this letter and do not edit this copy, Thank You.

1. Confirm that Measure H applies to your tenancy.
2. Copy-paste the letter below into your preferred word processing program.
3. Fill in the necessary information (bolded text below).
4. You are welcome to tailor this letter or add more to address your specific situation. If your tenancy is irregular in any way, we suggest you reach out to the Pasadena Tenants Union.
5. Send to your landlord via email, certified mail, and/or however else you communicate with them. Keep a copy for your records.

Call the Pasadena Tenants Union at (626) 214-8989 or email us at info@pasadenatenantsunion.org

Changelog:

12/22/22: Added language referring to city manager notice that Dec 22 is the effective date of the measure and addressing the lawsuit.

1/26/22: Adjusted dates, added section about denial of TRO and injunction, added optional paragraph for Jan overpayment

4/8/23: Edited language referring to the lawsuit to account for the March 28 ruling upholding the provisions of Measure H, and changing references to Measure H to Article XVIII.

Sample letter (do not edit, download as a copy)

Date

Full name of landlord and/or Prop. Mgt. Company.

Address of landlord and/or Prop. Mgt. Company.

Dear **[full name of landlord and/or Prop. Mgt. Company]**,

I, **[Your Name]**, am a tenant at **[address]**. I am contacting you to notify you that the Pasadena Fair and Equitable Housing Charter Amendment (Measure H) is effective as of December 22, 2022 and is now Article XVIII of the Pasadena City Charter. Consequently, my monthly rent has decreased starting from January 1, 2023.

Please reference this notice from the Pasadena City Manager's office:

<https://www.cityofpasadena.net/city-manager/wp-content/uploads/sites/2/2022-12-22-CM-Weekly-Newsletter.pdf?v=1671762990401>. The city affirms that despite a lawsuit filed by the California Apartment Association and individual landlords, Measure H is now in full effect. An excerpt is provided below.

“Therefore, in accordance with City Charter Section 1824, Majority Approval, Effective Date, Execution, Measure H took effect ten (10) days after the City Council's December 12 action, on December 22, 2022. [...] The City has been served with a lawsuit filed by the California Apartment Association and individual property owners in the City which challenges the validity of Measure H on a number of grounds. The City is required to continue implementing Measure H until and unless a court directs the City to stop doing so.”

Furthermore, on March 28 2023, Judge Mary Strobel ruled in the case of California Apartment Association, et. al, vs. City of Pasadena, et. al. and upheld Measure H with only minor changes to noticing requirements in rare no fault, just cause evictions.

Under Measure H, Section 1803, the Base Rent is

“either the Rent in effect on May 17, 2021 for those tenancies commencing before or on May 17, 2021, or the rental rate paid by the Tenant upon initial occupancy for those tenancies commencing after May 17, 2021.”

According to Section 1807 of Measure H,

“Upon the effective date of this Article, no Landlord shall charge Rent for a Covered Rental Unit in an amount that exceeds the sum of the Base Rent plus any lawful Rent increases actually implemented pursuant to this Article.”

My tenancy started on **[date]**, which is **[before/after]** May 17, 2021. Therefore, the Base Rent is **[rent on May 17, 2021/rent at the start of tenancy]**. On **[dates of increase between start date and now]** the rent was increased **[amounts]**. As a **[type of unit, relevant info]**, built before February 1, 1995, the protections of Measure H apply to my tenancy. From January 1, 2023 onwards, my monthly rent payment will be **[Base Rent]**.

[ADD THE NEXT PARAGRAPH IF YOU OVERPAID IN JANUARY and subsequent months and did not receive a rent increase for February or subsequent month]

Because I was not yet notified about my new rights under the law, I was overcharged on rent for the month of January **[add other months you overpaid]**. I paid **[amount you paid in Jan, Feb, etc]**, while the maximum legal amount was **[rolled back rent]**. I am applying this overpayment of **[amount paid in Jan, Feb, etc - rolled back rent]** towards my **[next month]** rent. You will receive the difference of **[rolled back rent - overpaid]** by **[next month]** 1st.

[ADD THE NEXT PARAGRAPH IF YOU OVERPAID IN JANUARY and subsequent months and did receive a legal rent increase under measure H]

Because I was not yet notified about my new rights under the law, I was overcharged on rent for the month of January **[add other months you overpaid]**. I paid **[amount you paid in Jan, Feb, etc]**, while the maximum legal amount was **[rolled back rent]**. I am applying this overpayment of **[amount paid in Jan, Feb, etc - rolled back rent]** towards my **[next month]** rent. You will receive the difference of **[rolled back rent + rent increase - overpaid]** by **[next month]** 1st.

Please confirm receipt of this correspondence.

Thank you,
[Your full name]