

**REQUIRED STATEMENT OF REASON FOR TERMINATION OF TENANCY OR  
EVICTION AND NOTICE OF TENANTS' RIGHTS**

(Contra Costa County Ordinance Nos. 2020-14, 2020-16 and 2020-20)

The Contra Costa County Board of Supervisors has adopted urgency ordinances that temporarily ban evictions of residential and commercial real property tenants in Contra Costa County impacted by the COVID-19 pandemic. Ordinance No. 2020-14 bans evictions for residential and commercial tenants through May 26, 2020. Ordinance No. 2020-16 bans evictions for residential tenants, small business tenants, and nonprofit organization tenants through July 15, 2020. Ordinance No. 2020-20 bans evictions for residential tenants, small business tenants, and nonprofit organization tenants through September 30, 2020. The ordinances temporarily ban evictions for non-payment of rent when a tenant has incurred a loss of income and/or out-of-pocket medical expense due to the COVID-19 pandemic. They also prohibit certain no-fault evictions and evictions based on a violation of occupancy limits where a family member moved in due to the pandemic.

If you are a landlord, and you initiate an eviction during the moratorium, you must:

- Provide tenants with written notice of the reason for the eviction;
- Provide tenants with a notice of the tenants' rights under the ordinances;
- Provide tenants with a [copy of the County-approved form](#) for the tenant to notify the landlord of the tenant's intent to seek the protection of the ordinances; and
- Provide tenants information regarding rental assistance programs.

The above information must be supplied using the below form. [See Section 4 of Ordinance Nos. 2020-14, 2020-16 and 2020-20.]

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**Reason for Termination of Tenancy or Eviction**

Please state the reason(s) for termination of tenancy or eviction (to be filled out by Landlord/property owner):

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## Notice of Tenants' Rights

On April 21, 2020, the County enacted Ordinance No. 2020-14, which temporarily bans evictions for non-payment of rent if you, the tenant, demonstrate that you have suffered a loss of income or out-of-pocket medical expense due to the COVID-19 pandemic. This eviction ban applies to residential tenants and business tenants and runs through May 26, 2020. The County adopted Ordinance No. 2020-16 on May 26, 2020, extending the ban for residential tenants, small business tenants, and nonprofit organization tenants until July 15, 2020. The County adopted Ordinance No. 2020-20 on July 14, 2020, extending the ban for residential tenants, small business tenants, and nonprofit organization tenants until September 30, 2020. The ordinances can be found on the County website at: [www.contracosta.ca.gov](http://www.contracosta.ca.gov).

Except as provided below, your landlord cannot evict you if:

1. You are unable to pay rent due to loss of income because of the COVID-19 pandemic; or
2. You are unable to pay rent due to out-of-pocket medical expenses for yourself or an immediate family member because of the COVID-19 pandemic.
3. You have exceeded the occupancy limit in your lease because a member of your immediate family moved in due to the pandemic.
4. It is a "no-fault" eviction.

Exceptions: the landlord may evict you if the eviction is necessary to protect the owner's or any other tenant's health or safety or to allow an owner or an owner's immediate family member to move into the unit.

If you are unable to pay the full amount of rent because of the COVID-19 pandemic, you are required to notify your landlord no later than 14 days after rent is due, that you need to delay all or some payment of rent. The County has a form you may use to notify your landlord, which is attached.

If you are served with an eviction notice, you can also use this form to inform the landlord that you are eligible for protection under the ordinances. This form must be provided within 14 days after receiving an eviction notice.

You can show your inability to pay rent by signing this form under penalty of perjury, or through documentation such as letters or emails from your employer citing the COVID-19 pandemic as the reason for your termination or reduced work, paycheck stubs or bank statements.

The ordinances delay when rent is due for tenants who qualify, but the obligation to pay rent continues. If you are a residential tenant, small business tenant, or nonprofit organization tenant that qualifies for protection under the ordinances, you will have until November 15, 2020, to pay your past-due rent. If you are a commercial tenant that is not a small business you have until September 30, 2020, to pay your past-due rent. A landlord cannot charge a late fee for rent due while the grace period is in effect.

If you are served with a notice of eviction during the moratorium, you have the right to:

1. Receive this notice as well as all other legally required notices;
2. Receive the reason for the termination of tenancy or eviction in writing; and
3. Receive information on emergency rental assistance programs.

For more information, please refer to the Frequently Asked Questions on the County website at: <https://www.contracosta.ca.gov/7836/Eviction-and-Rent-Freeze-Ordinance-FAQs>

You should also seek legal help to understand your rights and responsibilities under the ordinance. Legal assistance may be available to tenants from Bay Area Legal Aid at: <https://baylegal.org/>. Tenants in the City of Richmond may be able to obtain legal assistance from Eviction Defense Center at: <https://www.evictiondefensecenteroakland.org/>. For housing information, visit: <https://www.contracosta.ca.gov/4807/Affordable-Housing>. Emergency rental assistance may be available at: <https://shelterinc.org/get-help/rental-deposit-assistance.html>. Other resources are available at: [http://www.contracostaarc.com/assets/CARE/Financial\\_Assistance\\_15.pdf](http://www.contracostaarc.com/assets/CARE/Financial_Assistance_15.pdf).

See Tenant Notification Form at: <https://www.contracosta.ca.gov/DocumentCenter/View/65634/Tenant-Notice-to-Landlord-Form>