



REQUEST FOR RELOCATION PAYMENT

For Temporary Relocations That Are 29 Days or Less

| From | | | |
|---------------|--|--|--|
| Tenant(s): | | | |
| Tenant Emails | | | |
| Unit Address: | | | |

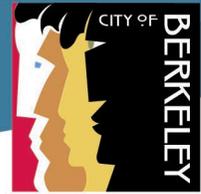
| To | | | | | |
|------------------|--|--------|--|--------|--|
| Property Owner: | | Phone: | | Email: | |
| Mailing Address: | | | | | |
| Today's Date | | | | | |

| Pets (Authorized by Landlord per Written Agreement) | |
|---|--|
| Number of Pets: | |
| Type of Pets: | |

PAYMENT REQUIREMENTS

If period of relocation is 10 days or less, Tenant Household is due this full amount.

If period of relocation is more than 10 days, Owner may either provide full amount, or provide an initial payment for the amount of the per diem for 10 days, with the balance to be paid upon household providing documentation of hotel costs incurred.



RELOCATION PAYMENT RATES

| Household Size | Amount (per Diem) |
|--|-------------------|
| 1 | \$120 per day |
| 2 | \$135 per day |
| 3 | \$166 per day |
| For each additional person, add \$15 per day | |

Boarding Costs for Pets

You may qualify for reimbursement for boarding costs for pets included on Page 1, primarily cats or dogs, if you are unable to keep them with you in your temporary housing. The ordinance sets a ceiling of \$20 per day for a cat, and \$50 per day for a dog, and you must provide receipts before receiving payment from the property owner.

RELOCATION PAYMENT CALCULATIONS

| Calculator for Initial 10 Days or Less | | |
|--|---------|----|
| Number of Days | a | |
| Amount (per Diem) | b | \$ |
| Total Relocation Payment ¹ | = a x b | \$ |

Note: Relocation payment will be adjusted to the actual length of stay. Tenants shall be given 24-hour notice of availability to reoccupy the unit.

¹ For relocation greater than ten days, only the first ten days of payment is due to the tenant as an initial payment.