

**City of Berkeley**  
**REQUEST FOR RELOCATION PAYMENT FROM PROPERTY OWNER**  
*For Temporary Relocations Lasting 30 Days or Longer*

Tenant Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Unit Address: \_\_\_\_\_ Bedroom Size: \_\_\_\_\_  
 Estimated date of Move-Out: \_\_\_\_\_ Estimated period of relocation: \_\_\_\_\_

**INITIAL RELOCATION PAYMENT CALCULATION**

Relocation Payment	Calculation	Amount
1. <b>Dislocation Allowance</b> (fixed payment)	\$400	<b>\$400</b>
2. <b>Moving Costs</b> , if applicable: Either the fixed payment of \$300, or reimbursement of actual costs. If requesting reimbursement, include estimate from a licensed moving company (and not to exceed rates set by Federal Highway Administration).	Include either: <input type="checkbox"/> Fixed payment: <u>\$ 300</u> OR: <input type="checkbox"/> Estimate of actual cost \$ _____	\$ _____
3. <b>Storage Costs</b> , if applicable: Either the fixed payment of \$200 without receipts, or reimbursement of actual expenses with receipts. If requesting reimbursement, include estimate of cost provided by storage facility.	Include either: \$0 if not applicable <i>or</i> : <input type="checkbox"/> Fixed payment: <u>\$ 200</u> OR: <input type="checkbox"/> Actual cost per month: \$ _____	\$ _____
4. <b>Rent Differential Payment:</b> If the monthly rent for your replacement housing is higher than your current rent, then you qualify for a rent differential payment that covers the difference, up to a ceiling based on the Rent Ceiling chart below for the bedroom size of your unit.  <i>To calculate the payment, take the lesser of the rent for your replacement housing and the maximum rent from the chart below based on the bedroom size of your unit, and subtract your current rent. This amount will be your monthly rent differential payment.</i>	(A) Current rent: \$ _____ (B) New rent: \$ _____ (C) Maximum rent (from table below): \$ _____  <b>Monthly Rent Differential Payment:</b> \$ _____  Note: If period of relocation exceeds 90 days, the initial rent differential payment is for the first 90 days: monthly amount x 3 = \$ _____	\$ _____

**Maximum Rent Levels for Replacement Units for 2022\***

<b>Studio:</b> \$1,911	<b>1 BR:</b> \$2,183	<b>2 BR:</b> \$3,065	<b>3 BR:</b> \$3,946
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<b>INITIAL RELOCATION PAYMENT:</b> [Includes: 1) Dislocation Allowance, 2) Moving Costs, 3) fixed payment or one month storage cost, 4) Rent Differential for first month or for initial 90 days.]	\$ _____
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**Tenant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
 Contact Information: Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_

\* Maximum Rent Levels for Replacement Units are updated annually in March