

# Relocation Assistance Payment Information Sheet - Form E (SJMC 17.23.1150)

**Purpose:** This form is to inform tenants of the range of relocation payments.

Owners are required to make relocation assistance payments to tenant households displaced through a no-fault eviction. Relocation assistance payments were based on expected costs tenant households incur from moving—including providing first and last month's rent and a security deposit; moving and packing expenses; and displacement and housing costs. All tenants living in one unit of housing are considered a single household for the purposes of relocation assistance payments and will be due payment as follows:

Relocation benefits are based on the number of bedrooms in a rental unit. This is done to reflect the higher costs associated with relocating the increased number of occupants and volume of belongings in larger units.

Base assistance payments are adjusted annually by the percentage change in the rent of primary residence component of the Consumer Price Index of the San Francisco-Oakland-San José area as published by the U.S. Department of Labor Statistics for the twelve (12) month period ending on the last day of February of each year and rounded to the nearest whole dollar. Relocation fees will be set July 1 of each year and can be found on the Housing Department website:

<http://www.sanjoseca.gov/index.aspx?NID=5517>

BASE ASSISTANCE PAYMENTS Effective February 2018 to February 2019	
Unit Type	Amount
Studio	\$6,925
1 Bedroom	\$8,400
2 Bedrooms	\$10,353
3 or More Bedrooms	\$12,414

**Qualified Assistance Tenant Household:** If one of the tenants living in the housing unit from which tenants are to be displaced is shown to include a person who is sixty-two years of age or older, disabled, living with one or more dependent minors, terminally or catastrophically ill, or lower-income person as defined by California Health and Safety Code Section 50079.5, then collectively, the tenants living in the housing unit are entitled to one qualified assistance relocation payment listed in the **relocation fee schedule in addition to the base assistance**. Income can be determined by using State or Federal income tax returns, bank account records, salary records, or other supporting documents that require income limits such as receiving SSI payments.

Qualified Assistance Tenant Payments Effective February 2018 to February 2019	
Unit Type	Amount
Studio	\$2,770
1 Bedroom	\$3,360
2 Bedrooms	\$4,141
3 or More Bedrooms	\$4,966



**To Initiate Ellis:** Base assistance benefits required must be deposited by the owner into an escrow account **at the time of delivery** of the Notice of Intent to Withdraw to tenants. Any Qualified Assistance due must be deposited by the owner into escrow as soon as the completed Tenant Qualification Form (**Form C**) has been verified by the City’s Relocation Specialist and approved by the Director of Housing.

Owners must pay a fee to the City to cover costs of relocation services for tenant households and administrative costs related to the owners’ withdraw.

<b>RELOCATION COUNSELING FEES (Per Unit) Effective February 2018 to February 2019</b>	
Relocation Specialist Services (first 10 units)	\$2,469
Additional per unit (over 10 units)	\$902

If you have questions, please contact the Rent Stabilization Program at (408) 975-4480 during normal business hours: Monday – Friday, 8:00 a.m. to 5:00 p.m., or visit the City’s website at [www.sanjoseca.gov/rent](http://www.sanjoseca.gov/rent).

*The Apartment Rent Ordinance is amended periodically. Tenants and property owners are encouraged to contact the City of San José Rent Stabilization Program or visit the Program’s website for the most current version of the Ordinance.*

