

Dear Residents:

We want to take a moment to offer our sincere concern and best wishes to you, your family, and the entire community during this unprecedented crisis. While this situation is certainly serious, with dire consequences, we are confident that we can weather this as a team.

As you likely already know, Governor Newsom issued an Executive Order on March 16, 2020 temporarily suspending evictions for those renters who experience substantial financial hardships as a direct result of COVID-19 (Coronavirus). Specifically, those direct economic situations include a tenant's medical expenses, childcare, loss of wages, sickness with COVID-19, caring for a household or family member who is sick with COVID-19, lay-off, loss of hours, or other "substantial" income reduction resulting from business closure or other economic or employer impacts of COVID-19, compliance with a recommendation from a government health authority to stay home, self-quarantine, or avoid congregating with others during the state of emergency, extraordinary out-of-pocket medical expenses, and/or childcare needs arising from school closures related to COVID-19.

It is important to understand that pursuant to the provisions of the local orders and ordinances limiting evictions for non-payment of rent, reduced or deferred rent is not waived. You will need to repay any amount due relatively soon. Further, if you intend to ask for a reduction or deferral of rent, it is important to have your documentation prepared in advance to facilitate a fast approval where it is warranted. In other words, simply requesting a deferral of rent will not be automatically approved. In accordance with Executive Order N-37-20 issued by Governor Newsom on March 27, 2020, Tenants are required to notify the Landlord in writing before the rent is due, or within 7 days and provide written documentation that you have suffered adverse financial consequences due to the COVID-19 virus resulting in a "substantial" reduction or loss of income for any of the reasons stated above. Such documentation may include, but is not limited to, a letter from your employer indicating you lost hours or employment as a result of COVID-19, paystubs, records of your hours, records evidencing you are unable to work as a result of the need for childcare or care for another family member, etc.

We encourage tenants who can pay their rent on-time to do so. This revenue helps keep the building running and providing vital services that residents rely on, especially in times like these. We are prepared to work with you to get through this, including the temporary suspension of late fees. However, it is our hope that you will be able to maintain your rent, as experience demonstrates that falling behind in rent, even if for only a short period of time, creates a bigger problem later from which many tenants can never recover. Again, we strongly encourage you to avail yourself of the many resources being offered through the city, county, state and federal governments, respectively.

We hope this letter provides a level of comfort and reassurance to all our Residents. Please do not hesitate to contact us with any questions or concerns that you might have.

Sincerely,

Westside Habitats