



2023-2024 RELOCATION FACT SHEET

Effective September 28, 2023 Eligible Tenant Households are entitled to Relocation Assistance from their landlords for displacement in 5 scenarios. Required forms can be located at <https://www.cityofpasadena.net/commissions/pasadena-rental-housing-board/#forms>

WHAT IS RELOCATION ASSISTANCE?

In Pasadena, property owners must provide relocation assistance which includes an additional sum for moving expenses to any tenant who is displaced because of a no-fault eviction or an excessive rent increase causing the tenant to move out of the unit. Relocation assistance can be in the form of money, comparable accommodation, and/or services from a relocation specialist in locating a new place to live - all provided by the landlord.

WHO QUALIFIES FOR RELOCATION ASSISTANCE?

Tenants displaced due to:

- An eviction for necessary and substantial repairs
- An eviction so that the owner or a qualified relative can move into the unit (owner move-in)
- An eviction to withdraw the unit permanently from the rental market (Ellis Act)
- An eviction based on a government order (red-tag, demolition order, etc.)
- Inability to pay a rent increase in excess of 5% plus the most recently announced Annual General Adjustment (AGA) in any twelve-month period

WHEN WILL TENANT RECEIVE THE RELOCATION ASSISTANCE PAYMENT?

For all No-Fault Evictions:

Fifty percent (50%) of the total Relocation Assistance must be paid to the tenant household within ten (10) days of service of the notice of termination of tenancy. The remaining balance of the Relocation Assistance must be paid no later than twenty-eight (28) days prior to the expiration of the written notice of termination of tenancy.

Please Note:

- Landlords must file a Notice of Intent to Terminate Tenancy with the rent board at least 30 days prior to the date on which the landlord intends to serve the notice to tenants.
- The Rent Board will mail a copy of the Notice of Intent and a Tenant Claim Form to the tenant household within 15 days of receipt of the notice from the property owner.

For tenants who must move due to an Inability to Pay Rent Increase:

Fifty percent (50%) of the total Relocation Assistance must be paid to the tenant household within ten (10) days of notification by the Board of the total amount of Relocation Assistance due. The remaining balance must be paid to the tenant household upon leaving the Rental Unit.

Please Note:

- Tenant must send Notice of Inability to Pay Rent Increase to Landlord within 30 days of receiving rent increase notice.
- Tenant must ALSO send a copy of Notice of Inability to Pay Rent Increase to Rent Board within 5 days of sending to the property owner.
- The Rent Board will assist the property owner and tenant in calculating relocation assistance payment amounts due.
- Tenants have 90 days to move after the rent increase becomes effective. Failure to move may result in a forfeit of any unpaid relocation assistance and the tenant will be required to repay the property owner for any relocation assistance received.

HOW MUCH RELOCATION ASSISTANCE CAN TENANTS RECEIVE?

Base Relocation Payment **PLUS** Moving Expense Allowance **PLUS** Additional Cash Payment for Special Circumstances Households. A **Special Circumstances Household** is a household with at least one member who:

- Is sixty (60) years of age or older; or
- Qualifies as disabled; or
- Qualifies as terminally ill; or
- Has a minor child nineteen (19) years old or younger who is a legal dependent.

Please Note:

Under the Board’s Relocation Regulations, Tenants are entitled to a **FULL SECURITY DEPOSIT REFUND** in addition to any relocation payments received.

2023-2024 RELOCATION SCHEDULES

BASE PAYMENT AND SPECIAL CIRCUMSTANCES PAYMENT SCHEDULE (9/27/2023-9/30/2024)					
Length of Tenancy	Studio (Efficiency)	1-bedroom	2-bedrooms	3-bedrooms	4+ bedrooms
0-3 years	\$6,117	\$6,903	\$8,760	\$11,232	\$12,399
>3-10 years	\$8,156	\$9,204	\$11,680	\$14,976	\$16,532
>10 years	\$10,195	\$11,505	\$14,600	\$18,720	\$20,665
PLUS addt'l payment for Special Circumstances Households	\$6,117	\$6,903	\$8,760	\$11,232	\$12,399

MOVING EXPENSE ALLOWANCE SCHEDULE (9/27/2023-9/30/2024)	
HOUSEHOLD TYPE	MOVING EXPENSE ALLOWANCE
Eligible Tenant Household (all adults)	\$1,503
Special Circumstances Household	\$4,534