



[Tenant Name]

[Tenant Address Line 1]

[Tenant Address Line 2]

[Landlord Name]

[Landlord Address Line 1]

[Landlord Address Line 2]

[Date]

Dear _____:
[Landlord Name]

As you may know, I have been unable to pay some or all of my rent during the COVID-19 pandemic because of COVID-19-related financial distress.

The state and federal governments have allocated funding for rent assistance for tenants who were unable to pay their rent.

I am a member of the Statewide Non-Profit community organization Alliance of Californians for Community Empowerment (ACCE). ACCE helped to pass SB 91-COVID Tenant Relief Act of 2021 and is working with me, tenants across the state, and landlords, to ensure this federal assistance is used to help all of us in these difficult times.

I believe that I qualify for the government rent assistance program and request that you apply for rent assistance on my behalf. I will cooperate with the application requirements of the program. I recommend that you pursue this process proactively, as more rent assistance may be available if you initiate the process earlier. Information and the rental assistance application about rent assistance programs is available at housingiskey.com.

Please note that California law prevents a landlord from retaliating against a tenant who is unable to pay rent because of COVID-19-related financial distress. California law also provides that if a tenant qualifies for rent assistance, a landlord may never assign or sell the rent debt accrued during the relevant time period. It is also unlawful for a landlord to discriminate against



a tenant based on the source of income the tenant uses to pay rent, such as refusing to accept rent assistance funds from a government program.

Please get back to me in the next week to let me know if you will be applying for this assistance.

I can be reached at: _____.

[Tenant Email Address]

Sincerely,

[Tenant Name]

[Tenant Name]

[Tenant Name]

[Tenant Name]

CC: Ra Jhon Sykes, ACCE, rsykes@calorganize.org, (Add Phone Number)