



Eric Garcetti, Mayor

**CERTIFICATION OF NO RENT COLLECTED (T3) ANNUAL EXEMPTION**

Recorded pursuant to the Los Angeles Municipal Code, Chapter XV (the Rent Stabilization Ordinance) § 151.05G and Chapter XVI (the Housing Code) § 161.301 of the City of Los Angeles. Any person or entity violating this article shall be liable for a civil fine up to \$1,000.00 for each day the violation is committed or permitted to continue, § 161.905.

Property Address: \_\_\_\_\_  
(NUMBER) (STREET)

(CITY) (STATE) (ZIP)

Occupant Names (Over 18 years of age): Assessor Parcel Number

|          |                   |          |                   |
|----------|-------------------|----------|-------------------|
| 1) _____ | Unit Number _____ | 5) _____ | Unit Number _____ |
| 2) _____ | Unit Number _____ | 6) _____ | Unit Number _____ |
| 3) _____ | Unit Number _____ | 7) _____ | Unit Number _____ |
| 4) _____ | Unit Number _____ | 8) _____ | Unit Number _____ |

Owner's Name: \_\_\_\_\_  
(Please type or print)

SIGNATURES  
MUST BE  
NOTARIZED

Signature of Owner: \_\_\_\_\_

Name of Corporation: \_\_\_\_\_

Two Officer's Signatures required for Corporations (if applicable):

Title \_\_\_\_\_ (1) \_\_\_\_\_  
(Sign)

Title \_\_\_\_\_ (2) \_\_\_\_\_  
(Sign)

"A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document."

State of California, County of \_\_\_\_\_ On \_\_\_\_\_

before me, \_\_\_\_\_, personally appeared \_\_\_\_\_

\_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

**I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.**

WITNESS my hand and official seal.

Signature \_\_\_\_\_

(Seal)

Print name \_\_\_\_\_

## **CERTIFICATION OF NO RENT COLLECTED (T3) ANNUAL EXEMPTION**

### **- INSTRUCTIONS -**

The Certification of No Rent Collected (Notice) provides property owners with the ability to request four (4) or more T3 exemptions per calendar year. The Notice must:

- Only use for T3 exemption requests for four (4) or more units within the one Assessor Parcel Number (APN);
- Reflect the occupants and actual unit(s) that will not have rent collected for the full calendar year (January-December);
- Valid Public Notary seal, date and signature; and,
- Submitted to the Los Angeles Housing + Community Investment Department's Billing and Collections Unit

The notarized Notice may be either emailed to [HCIDLA.Billing@lacity.org](mailto:HCIDLA.Billing@lacity.org) or mailed directly to:

Los Angeles Housing + Community Investment Department  
Billing and Collections Unit  
PO Box 17790  
Los Angeles, CA 90017-0790.

**Please keep a copy of all documents for your records.**