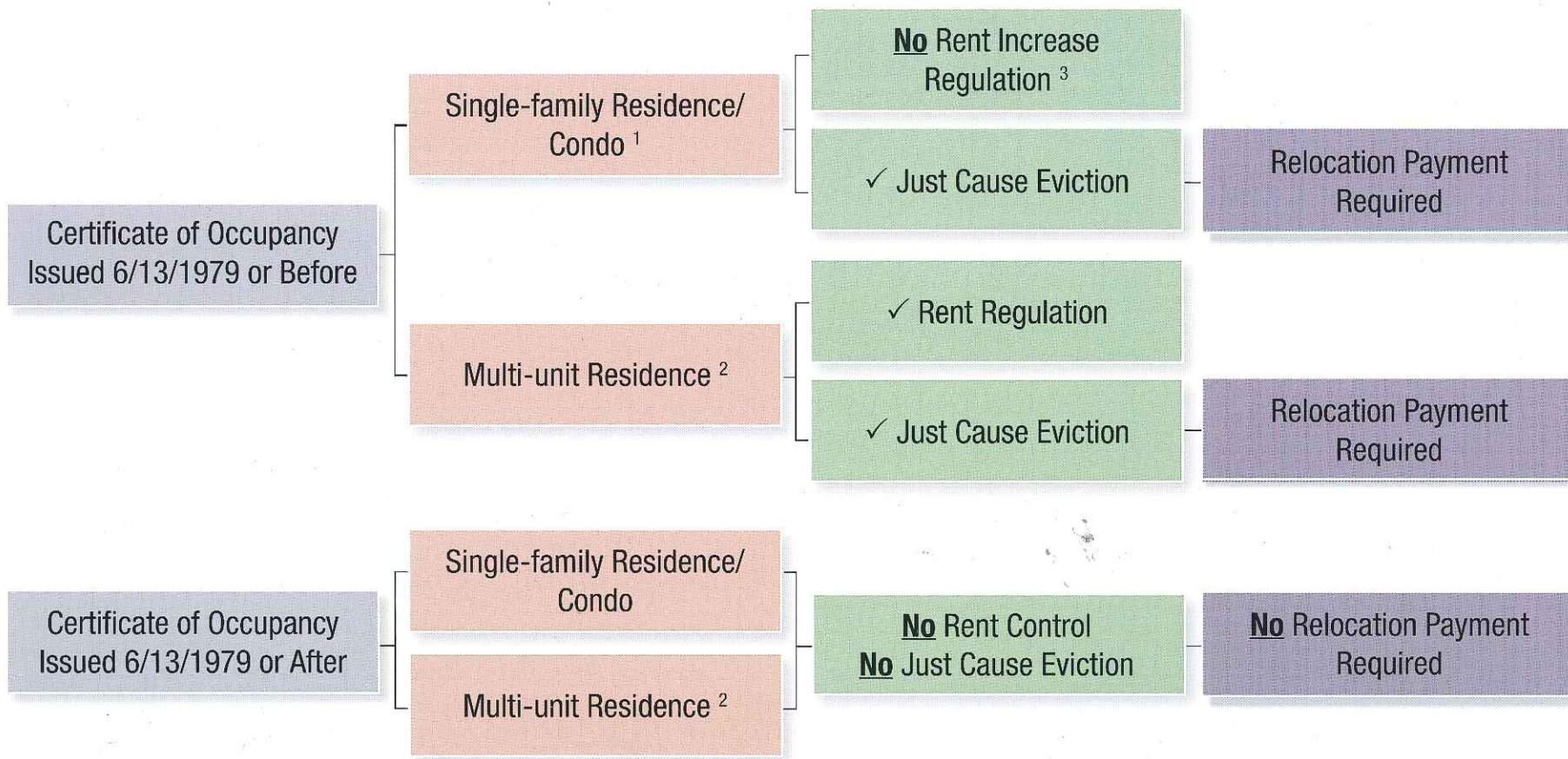


SAN FRANCISCO RENT CONTROL CHEAT SHEET ©



¹ Contact an attorney if you have an in-law unit.

² Commercial with one residential unit is treated as a single-family home.

³ Provided tenancy commenced after January 1, 1996 and other qualifying restrictions. Consult an attorney for advice.

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EVICTION PROCESS

3 DAY NOTICE

Tenant pays rent or cures violation of Rental Agreement

Matter ends

Tenant does not pay rent or cure violation of rental agreement

Landlord files U.D. Summons and Complaint

30 or 60 DAY NOTICE TERMINATING TENANCY

Tenant does not move out

Tenant moves out

Matter ends

Tenant does not respond.

Landlord prepares Default Judgment

Landlord files Writ of Possession

Sheriff's Notice

Sheriff's Eviction

Tenant files Answer, Jury Demand and Discovery

Tenant files Demurrer or Motion to Strike

Tenant files Motion to Quash Service of Summons

Hearing

TENANT WINS

Landlord has to start over

TENANT LOSES

Tenant files Answer, Jury Demand and Discovery

Memorandum to Set for Trial

Mandatory Settlement Conference (jury trial only)

Trial (1 - 4 days)

TENANT WINS

TENANT LOSES

Sheriff's Notice

Sheriff's Eviction

+ Tenant stays in possession
+ Tenant must pay all back rent (at rate determined by jury if defense is habitability) within 5 days
+ Tenant recovers cost of Suit.
+ Tenant recovers attorney's fees if provided in Rental Agreement



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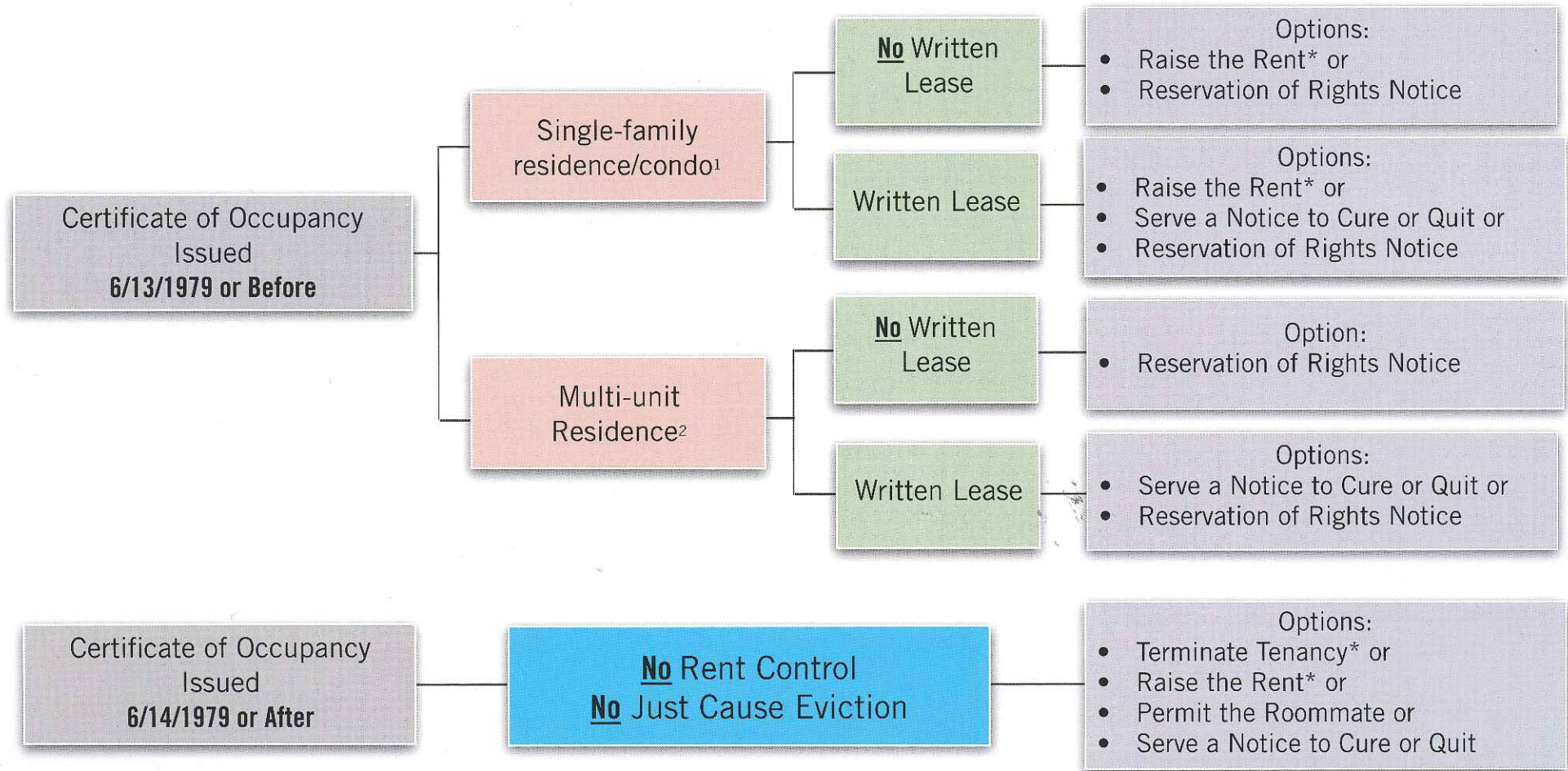
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SF SUBLET & ROOMMATE STRATEGY CHART ©



* Upon expiration of initial lease term

¹ Contact an attorney if you have an in-law unit in SF.

² Commercial with one residential unit is treated as a single-family home. Always consult an attorney for legal advice and decisions.

PLEASE CONTACT US BELOW FOR MORE INFORMATION.

SECURITY DEPOSIT DEDUCTION GUIDE ©

NORMAL WEAR AND TEAR*

(No deduction typically taken)

Wobbly toilet seat;
Rusty shower curtain rod

Windows need washing

Depressurized fire extinguisher with
unbroken seal

Rust stain under sink faucet;
Loose faucet handle

Worn pattern in plastic countertop;
Rusty refrigerator shelf

Discolored ceramic tile;
Loose grout around ceramic tile

Rug worn thin by normal use;
Moderate dirt or spotting on carpet

Minor scuff marks on wooden floor

Stove light needs replacing

Ants inside after rain storm

Landscaping sparingly watered due to
drought conditions

Tracks on door jamb; Dents in wall
where door handle bumped it

A few small tack or nail holes in wall

Water stain due to roof leak

Light tire marks in parking space from
normal use

Cracked or chipped paint (minor)

Discolored light fixture globe;
Odd-wattage light bulbs which work

Toilet flushes inadequately because
mineral deposits have clogged jets

Bathroom mirror beginning to
"de-silver" (black spots)

Drapery rod which won't close
properly; Dirty window screen

Curtains faded by the sun;
Paint-blistered Venetian blinds

Garbage cans need washing

DAMAGES WARRANTING DEDUCTIONS*

(Deduction typically taken)

Broken toilet tank lid; Kinked shower
curtain rod; Chip in bathtub enamel

Door lock replaced by tenant without
management's permission

Depressurized fire extinguisher with
broken seal (not used to put out fire)

Sink discolored by clothing dye;
Missing faucet handle

Burn in plastic countertop

Painted ceramic tile;
Chipped or cracked ceramic tile

Carpet burns; Rips in carpet or urine
stains from pets

Gouge in wooden floor; Tear in linoleum

Missing keys;
Key broken off inside lock

Fleas left behind by tenant's pet

Neglected landscaping which must be
replaced with smaller plantings

Hole in hollow-core door; Door missing
or off its hinges

Two-inch diameter hole in wall
or ceiling

Food stains on wall

Caked grease on parking space

Crayon marks on wall; Walls painted a
dark color necessitating repainting

Missing light fixture globe

Toilet won't flush properly because it's
stopped up with a diaper

Mirror caked with lipstick and makeup

Pet-damaged drapes; Drapery rod with
missing parts

Torn shade; Broken/bent slats on
Venetian blinds

Garbage cans missing

* This information is merely a guide. For any individual decision to deduct from a security deposit, please consult an attorney.

PLEASE CONTACT US BELOW FOR MORE INFORMATION.

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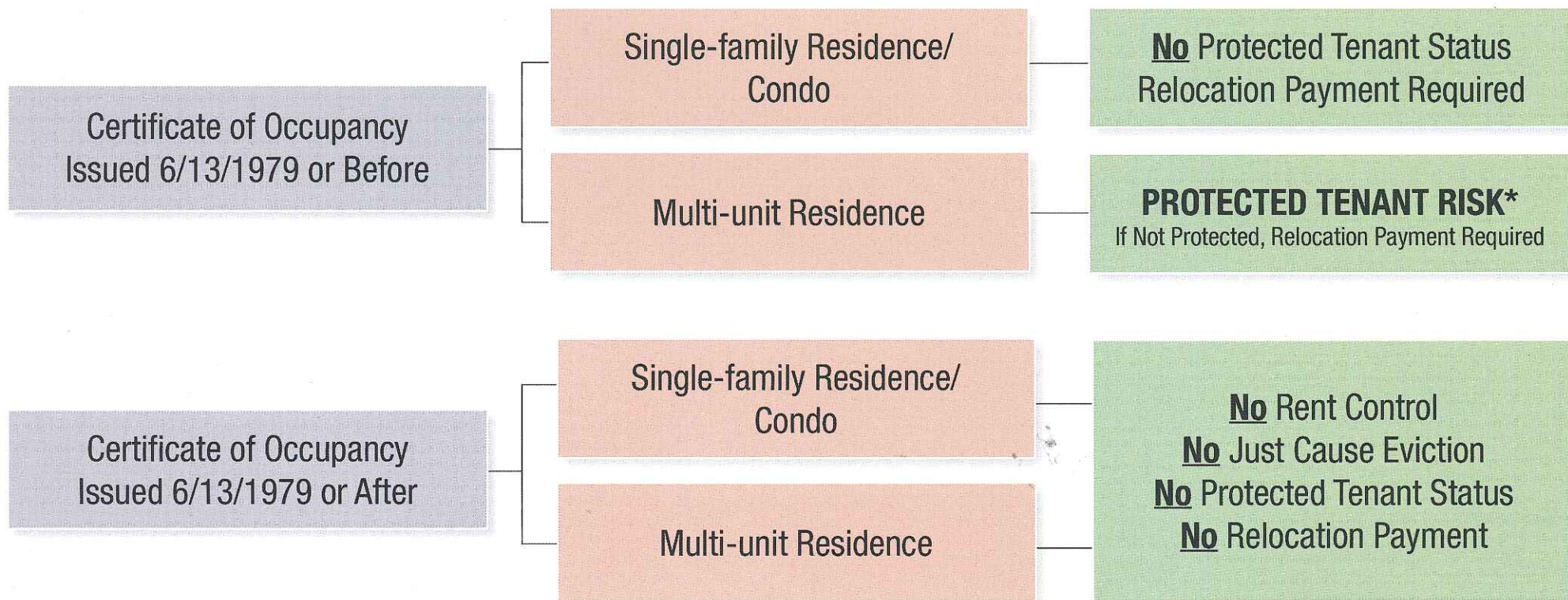
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SAN FRANCISCO PROTECTED TENANT CHEAT SHEET ©

FOR USE WITH "OMI" AND "RMI" EVICTIONS



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***Protected Tenant Status**

60 years of age + 10 Years of Occupancy
Disabled + 10 Years of Occupancy
Catastrophically Ill + 5 Years of Occupancy

If minor in residence, consult an attorney.
If you have an in-law unit, consult an attorney.