

Dear Tenants:

On Friday, March 27, 2020, Governor Gavin Newsom issued an executive order banning the enforcement of eviction orders for renters affected by COVID-19 - through May 31, 2020. While this executive order delays evictions, it does not erase your rent that is due. If you are able to, please pay your rent, as usual. If you are not able to, please read below what is required to get an extension on your rent payment.

Required Documents

Tenants must notify their landlord in writing by mail PO Box 696, Murrieta, CA 92564 or email scott@teamfarnam.com that they cannot pay rent due to a COVID-19 related impact. **Within one week of this letter, you must provide documentation or other objective information that you cannot pay some or all of the rent.** Please know that although rent may be deferred, it is not waived and a deferral does not change the base rent for your unit.

It might take a bit of effort to do this, but **we will require:**

- **A statement from your employer** that the business has been closed or has severely limited its operations, and you have been laid off, are receiving partial pay or no pay.
- Also, if your jurisdiction allows, it will be necessary to justify any rent deferral, and it is requested that you **provide the most recent three months of your bank statements (checking and/or savings account) showing that your accounts are insufficient to pay the rent.** If you and roommates are on the lease, each is liable for the full rent. If one or more of the roommates is enduring financial need as described above, then submit the documents for each of those roommates, along with explaining the reduction in the usual rent that the roommate pays.
- **You will also be required to pay \$100** which is applicable to your rent with this request.
- **Your MARCH rent must be current.**

Recap

We cannot use the security deposit to pay ongoing rent obligations. To recap, full rent is due each month. If you are unable to pay it, though, you must submit the requested documents and deferred rent must be paid no later than six months after the emergency declaration is terminated.

You may do this through lump sum or installment payments as agreed upon at the time. Once you provide the requested documents, we will consider the request and provide you with an agreement for your signature that will permit deferred rent during this emergency period. Please stay well, and we'll all get through this crisis by working together.

Sincerely,

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