

Unpaid Rent Eviction Guide During COVID Protected and Transition Periods

Rents Due March 1, 2020 – September 30, 2020 (COVID Protected Period)

(See Quick Guide Unpaid Rent Eviction Guide For Pre and Post COVID Periods)

WARNING! Evictions during COVID-19 protected and transition periods are complex. Cities and counties may have local ordinances in place with additional restrictions on terminations and evictions. Consultation with a qualified California landlord tenant attorney is highly advised.

Step 1: Serve Tenant with Notice of California COVID-19 Tenant Relief Act (C.A.R. Form NTRA) (May be combined with 15-day notice but only for rent due in Protected Period and only until 9-30-20). (On or after February 1, 2021, use the NTRA-2 for all tenants who have unpaid COVID rent as of February 1, 2021, and on or after July 1, 2021, use the NTRA-3 for all tenants who have unpaid COVID rent as of July 1, 2021. This notice should be provided regardless of whether the landlord intends to serve a notice to pay rent or quit).

- A. Service may be made by mail OR must be tried in following order: Personal Service, Substituted Service, Post and Mail.
- B. Need to add 5 days if service by mail, and possibly if other service except personal service.
- C. Service of NTRA must be made by September 30, 2020, as a prerequisite to Unlawful Detainer based on Protected Period unpaid rent. Service of the NTRA-2 must be made by February 28, 2021, as a prerequisite to an Unlawful Detainer based on either Protected or Transition period unpaid rent. And service of the NTRA-3 must be made by July 31, as a prerequisite to an Unlawful Detainer based on either Protected or Transition period unpaid rent.

Step 2: Serve Tenant with 15-Day notice to pay rent or quit.

C.A.R. Form PRQ-CPP-3 for rent due between March 1, 2020 and August 31, 2020. (May be combined with Notice of COVID-19 Tenant Relief Act, C.A.R. Form NTRA but only until 9-30-20)

OR C.A.R. Form PRQ-TP-3 for rent due between September 1, 2020 and September 30, 2021

OR Both if landlord is claiming rent covering both periods.

- A. Service must be by tried in following order: Personal Service, Substituted Service, Post and Mail.
- B. PRQ-CPP-3 and PRQ-TP-3 shall include amount and dates of unpaid rent due (C.A.R form CURC, which must be completed) AND unsigned copy of tenant declaration of financial distress (C.A.R. form DCFD).
- C. PRQ-CPP-3 and PRQ-TP-3 shall include statutory notice regarding tenant's rights under the new law.
- D. PRQ-CPP-3 and PRQ-TP-3 to include statement re: proof of financial distress if Landlord knows tenant is "high income".

Step 3: Wait 15 days after service, excluding Saturdays, Sundays, and Judicial Holidays. May need to add 5 days if service by any method other than personal service.

Step 4: If Tenant signs and delivers back declaration of financial distress, do not proceed with eviction.*

- A. Starting November 1, 2021, Landlord may sue tenant in small claims court regardless of the amount due.**
- B. If Tenant does not sign and deliver back declaration of financial distress, Landlord may proceed to Step 5.
- C. If landlord asserts in the 15-day notice that tenant is a high income tenant, then tenant shall also provide documentation supporting any claim of financial distress along with the return of signed DCFD. If a high-income tenant fails to provide documentation supporting the financial distress claim, Landlord may proceed to Step 5.

*For COVID transition period, tenant must also agree to pay 25% of rent due by September 30, 2021.

**If local government entity provides for repayment terms, lawsuit for unpaid rent may not commence until local repayment term has expired but no later than May 1, 2022, or tenant fails to comply with such terms but cannot extend beyond May 31, 2023.

Step 5: File Unlawful Detainer lawsuit seeking possession only. Starting November 1, 2021, Landlord may sue tenant in small claims court regardless of the amount due.

Step 6: Serve Tenant with copy of Complaint.

Step 7: Tenant given an opportunity to answer Complaint

- A. Tenant may ask Court for hearing that Tenant's failure to sign and deliver copy of declaration of financial distress was due to mistake, inadvertence, surprise, or excusable neglect.
- B. If Tenant asks Court for hearing on tenant's failure to sign and deliver a declaration of financial distress, court sets a hearing date for that issue only.
- C. If tenant is successful in hearing on declaration, no eviction is permitted. If tenant's failure is not excused by court, then process continues.

Step 8: If tenant does not answer Complaint, court sets a default hearing date. If tenant answers complaint, court sets a trial date.

Step 9: If Tenant successful, the lawsuit is dismissed. If Landlord successful, obtain a judgment and a writ of possession and submit to Sheriff.

Step 10: Sheriff sets possession (lock-out) date. Service required on tenant (posted on property).

Step 11: Sheriff delivers possession to Landlord.

Notes:

1. Anytime during process, landlord and tenant may enter into a mutual agreement to terminate the tenancy and give possession back to the landlord (C.A.R. form CRFP).
 - A. Form CRFP provides for landlord to give up right to all or portion of unpaid rent in exchange for possession.
 - B. If tenant does not vacate on time, landlord may have right to evict pursuant to at-fault just cause reason.
2. If at any time during the process, and before tenant is removed from premises, tenant gives landlord a signed federal declaration of inability to pay rent for COVID-related reasons (C.A.R. form CDC-TD), tenant may not be evicted until July 31, 2021. However, this generally means that all procedure to evict may proceed but no actual physical removal of the tenant can take place.
3. If at any time during the process, or before, landlord and tenant agree to a repayment plan for previously unpaid rent, landlord and tenant may enter into an agreement to document the pay-back period and terms (C.A.R. form CRRRA).
 - A. Many local government entities have enacted laws addressing repayment rights. Repayment agreement must be consistent with local requirements.
 - B. Local government requirements cannot allow tenant to begin paying back rent after May 1, 2022 nor allow tenant to complete payment of unpaid beyond May 31, 2023.