

**60 Day Notice to Terminate – Demolition or Substantial  
Remodel  
(City of Long Beach)**

TO: \_\_\_\_\_  
DOES 1 TO 10, INCLUSIVE

PREMISES: \_\_\_\_\_

Please take notice that at the expiration of sixty (60) days after service on you of this notice or \_\_\_\_\_, 2023, whichever is later, you are hereby required to quit and deliver up to the undersigned, the possession of the premises identified above, now held and occupied by you.

This is intended as a sixty (60) day notice to quit, for the purpose of terminating your month-to-month tenancy of the hereinabove described premises. The rent shall be due and payable to and including the date of termination of your tenancy under this notice, except as specified below. For your convenience, proration of rent shall be based upon a thirty (30) day month.

Deliver possession of the premises to: \_\_\_\_\_,  
Monday through Friday 9:00 a.m. to 5:00 p.m., Telephone: \_\_\_\_\_

The reason your tenancy is terminated is: Intent to substantially remodel the residential real property.

Copies of permits are attached to this notice.

The scope of the substantial remodel work is as follows:

\_\_\_\_\_  
\_\_\_\_\_

The work cannot be reasonably accomplished in a safe manner with the tenant in place because:

\_\_\_\_\_  
\_\_\_\_\_

The work requires the tenant to vacate for at least 30 days because: \_\_\_\_\_

\_\_\_\_\_

You are notified of your right to relocation assistance or rent waiver pursuant to California Civil Code §1946.2. The owner elects to:

\_\_\_\_\_ waive the rent for the final two months of the tenancy, or \$4500, whichever is greater.  
The amount of waiver is \$\_\_\_\_\_

\_\_\_\_\_ pay \$\_\_\_\_\_ [two months' rent or \$4500, whichever is greater] within 15 days of service of this notice.

State law permits former tenants to reclaim abandoned personal property left at the former address of the tenant, subject to certain conditions. You may or may not be able to reclaim property without incurring additional costs, depending on the cost of storing the property and the length of time before it is reclaimed. In general, these costs will be lower the sooner you contact your former landlord after being notified that property belonging to you was left behind after you moved out.

DATED: \_\_\_\_\_

\_\_\_\_\_  
Owner / Agent for Owner

As required by law, you are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agency if you fail to fulfill the terms of your credit obligations

---

UNAUTHORIZED USE PROHIBITED

For Members Only  
Apartment Association,  
California Southern Cities  
Approved Form # F73J – 7/23



Copyright © 2023, All Rights Reserved. Apartment Association, California Southern Cities

# DECLARATION OF SERVICE OF NOTICE TO RESIDENT(S)

I, the undersigned, declare that at the time of service of the papers herein referred to, I was at least (18) eighteen years of age, and that I served the following checked notice: 60 Day Notice to Terminate Tenancy Demolition or Substantial Remodel (City of Long Beach)

on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ in one of the manners checked and set forth below:

☐

## (1) PERSONAL SERVICE

By DELIVERING a copy of the Notice **PERSONALLY** to:

\_\_\_\_\_

## (2) SUBSTITUTE SERVICE AND MAILING

(To be used only in the event that Personal service cannot be completed and the Tenant's place of employment is unknown or unascertainable)

☐

By **LEAVING** a copy of the Notice with \_\_\_\_\_ a person of suitable age and discretion at the residence or usual place of business of the resident(s), said resident(s) being absent thereof, and **MAILING** by first class mail on said date a copy to each resident(s) by depositing said copy in the United States Mail in a sealed envelope with postage fully prepaid, addressed to the resident(s) at their place of residence:  
(Street Address) \_\_\_\_\_

Apt. no. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## (3) POSTING SERVICE AND MAILING

(To be used only in the event that Personal and Substitute service cannot be completed and the Tenant's place of employment is unknown or unascertainable)

☐

By **POSTING** a copy of the Notice in a conspicuous place on the property therein described, there being no person of suitable age and discretion to be found at any known place of residence or business of said resident(s), and **MAILING** by first class mail on the same day as posted, a copy to each said resident(s) by depositing said copy in the United States Mail in a sealed envelope with postage fully prepaid, addressed to the resident(s) at their place of residence:

(Street Address) \_\_\_\_\_

Apt. no. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

☐

## (4) SERVICE BY CERTIFIED OR REGISTERED MAIL

By sending a copy by **CERTIFIED** or **REGISTERED MAIL** addressed to the Resident:

(Street Address) \_\_\_\_\_

Apt. no. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

I declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge and if called as a witness to testify thereto, I could do so competently.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_, California.

Print Name \_\_\_\_\_ Signature \_\_\_\_\_

**NOTICE TO OWNERS OF RENTAL HOUSING UNITS REGARDING SUBSTANTIAL REMODEL  
BUILDING PERMITS AND REQUIREMENTS FOR NOTIFICATION OF TENANT DISPLACEMENT  
Long Beach Municipal Code (LBMC), Chapter 8.99**

LBMC, Chapter 8.99 sets forth requirements for Just Cause for Termination of Tenancies. Section 8.99.020 (2) No-fault just cause, allows for the displacement of existing tenants under certain circumstances. In particular, Section 8.99.020 (2) (D), Intent to demolish or to substantially remodel the residential real property allows a property owner to displace existing tenants if a rental unit is to be demolished or substantially remodeled. Institutional housing, such as hotels, licensed care facilities, and dormitories, as well as owner-occupied single-family and duplex properties are exempt.

Substantially Remodel means the replacement or substantial modification of any structural, electrical, plumbing, or mechanical system that requires a permit from a governmental agency, or the abatement of hazardous materials, including lead-based paint, mold, or asbestos, in accordance with applicable federal, state, and local laws, that cannot be reasonably accomplished in a safe manner with the tenant in place and that requires the tenant to vacate the residential real property for at least 30 days. Cosmetic improvements along, including painting, decorating, and minor repairs, or other work that can be performed safely without having the residential real property vacated, do not qualify as substantial rehabilitation or remodel.

An Owner must issue a notice to tenants to terminate a tenancy for a no-fault just cause, including substantial remodel. **All termination notices shall include a copy of all issued permits and include reasonably detailed information regarding each of (i) the type and scope of the substantial remodeling work, (ii) why it cannot be reasonably accomplished in a safe manner with the tenant in place, and (iii) why it requires the tenant to vacate for at least 30 days. An owner is encouraged to provide a detailed scope of work from the contractor in the termination notice. The City may provide a non-binding opinion on whether the remodeling work constitutes as substantial.**

Before an owner issues a notice to terminate a tenancy for no-fault just cause, the owner shall have obtained all necessary permits for the substantial remodel from all applicable governmental agencies. Owners are also required to provide a complete list to the City of Long Beach of all tenants whose tenancies will be terminated in connection with the permitted work.

**NOTIFICATION OF RELOCATION ASSISTANCE REQUIREMENTS AND CIVIL PENALTY**

If an owner issues a notice to terminate a tenancy for no-fault just cause, the owner shall notify the tenant of the tenant's right to relocation assistance or rent waiver pursuant to LBMC Chapter 8.99. The relocation assistance or rent waiver shall be equal to the greater of \$4,500 or two months of the tenant's rent that was in effect when the owner issued the notice to terminate the tenancy. Relocation assistance is payable directly to a tenant by an owner/owner's representative.

Any Owner of residential real property who intentionally violates LBMC Chapter 8.99 when issuing an invalid termination notice pursuant to subparagraph 2(D) of Subdivision (b), shall be liable in a civil action to the tenant for a civil penalty in an amount of to \$15,000, and/or reasonable attorney's fees and costs, each as determined by the court. A tenant may enforce the provisions of subdivision (i) by means of civil action.

**NOTICE TO CITY OF LONG BEACH REGARDING TENANT DISPLACEMENT DUE TO  
DEMOLITION OR SUBSTANTIAL REMODEL**

Property Address\_\_\_\_\_

Property Owner Name\_\_\_\_\_

Property Owner Address\_\_\_\_\_

Property Owner Phone Number\_\_\_\_\_

Property Owner Email Address\_\_\_\_\_

Permit Number(s)\_\_\_\_\_

Property Type

Single family	_____	Owner Occupied	Yes___No___
Duplex	_____	Owner Occupied	Yes___No___
Three or more units	_____		

(See Chapter 8.99.020 (f) for residential real properties that are exempt from this Ordinance)

How many units are being vacated? \_\_\_\_\_

(Owner must complete a separate form for each unit being vacated)

Unit Number\_\_\_\_\_

Tenant/Leaseholder Names	Phone Number	Email Address
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

\_\_\_\_\_  
Total number of tenants in unit

I understand that all termination notices shall include a copy of all issued permits and include reasonably detailed information regarding each of (i) the type and scope of the substantial remodeling work, (ii) why it cannot be reasonably accomplished in a safe manner with the tenant in place, and (iii) why it requires the tenant to vacate for at least 30 days, and I hereby agree to abide by the provisions of LBMC, Chapter 8.99:

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date