

# LUXURY EXEMPTION CERTIFICATE

Rent Adjustment Commission Regulations • Section 830.00  
• Effective May 20, 1982 • Amended October 18, 2007;  
March 7, 2024

## Rent Adjustment Commission Regulations & Guidelines

### 830.00 LUXURY EXEMPTION CERTIFICATE

### 831.00 DEFINITIONS

831.01 A unit is exempt from the provisions of the Rent Stabilization Ordinance (RSO) as a luxury housing accommodation only if the landlord has obtained a luxury exemption certificate from the Los Angeles Housing Department (LAHD) for the subject unit (LAMC 151.07.A.5).

831.02 Pursuant to LAMC 151.02.G, a unit is a luxury housing accommodation only if the landlord can establish that the monthly rent charged for the unit on or before May 31, 1978 was at least:

- a. \$302 for a unit with no bedrooms
- b. \$420 for a unit with one bedroom
- c. \$588 for a unit with two bedrooms
- d. \$756 for a unit with three bedrooms
- e. \$823 for a unit with four or more bedrooms

831.03 The RSO exempts units for which the certificate of occupancy was first issued after October 1, 1978. If a unit received its first Certificate of Occupancy prior to or on October 1, 1978, and the unit was rented for the first time between June 1, 1978 and May 1, 1979 (the effective date of the RSO), the unit is a luxury housing accommodation if the rent collected during this period met the requirements of section 831.02.

### 832.00 EVIDENCE OF MONTHLY RENT

832.01 A landlord must establish the monthly rent charged on May 31, 1978 to LAHD's satisfaction (LAMC 151.02).

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CITY OF LOS ANGELES

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832.02 To establish the monthly rent, the landlord shall submit copies of at least two of the following: 1) cancelled rent checks, 2) signed and notarized rental agreements, or 3) signed rental agreements. LAHD shall only accept documents where the veracity of the signatures can be established by testimony, notarized declarations from the tenant, or other documents acceptable to LAHD.

### 833.00 PROCEDURES FOR FILING APPLICATIONS

833.01 To obtain a luxury exemption certificate, the landlord shall file an application on a form provided by the Department. The landlord shall submit a \$25 filing fee with each application (LAMC 151.07.A.5).

833.02 The landlord or the landlord's agent must complete and sign the application, and attest to the truthfulness of all information supplied by the landlord. The landlord shall attach to the application photocopies of all relevant documents which substantiate the rent(s) charged on May 31, 1978.

833.03 If an application is incomplete or lacks the required documents, LAHD shall return the application with an explanation as to why the application cannot be accepted.

833.04 If an application is returned by the Department because of an error or missing documents, the landlord may re-submit the application with the filing fee after correcting the error or obtaining the necessary documents.

833.05 In the event that a luxury exemption application is filed for a unit in a building in which one or more other units are subject to the Ordinance; the landlord must attach a photocopy of the landlord's rent registration certificate issued by LAHD.

833.06 The landlord, in completing the application, must list the name and mailing address of the tenant currently occupying the unit. The landlord must also list the name of the tenant occupying the unit on May 31, 1978, and the tenant's current mailing address, or any and all information available to the landlord regarding the tenant's current mailing address.

### 834.00 PROCEDURES FOR PROCESSING APPLICATIONS

834.01 LAHD shall review the application and accompanying documents to determine if the request for an exemption certificate meets the requirements of the Ordinance and the Commission's regulations.

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- 834.02 Within 10 days of the receipt of a landlord's application for a luxury exemption, a copy of the landlord's application will be sent to the current tenant(s) and to the tenant's of record on May 31, 1978, along with a notice stating the tenant's right to object in writing and/or be heard before LAHD issues a certificate of exemption (LAMC 151.07 A5).
- 834.03 Tenants may submit evidence in response to the landlord's application for an exemption, including rent records for the period covering May 31, 1978, or a notarized declaration or testimony from the tenant of record on or before May 31, 1978.
- 834.04 LAHD shall complete the evaluation of the landlord's application for a luxury exemption certificate within 60 days after its receipt.
- 834.06 Within 15 days following the mailing of such notice, either landlord or tenant(s) may appeal LAHD's determination by filing a request for a hearing on a form prescribed by LAHD. The appellant shall indicate the basis for appealing the decision. LAHD shall schedule a hearing no later than 30 days following the submittal of the request for the hearing.
- 834.07 If neither the landlord nor tenants submit a timely request for a hearing, LAHD's determination is the final administrative decision.
- 835.00 PROCEDURES FOR THE HEARING**
- 835.01 LAHD shall notify the landlord and the affected tenants of the time and place of the hearing at least 10 days prior to the hearing.
- 835.02 LAHD shall designate a hearing officer to conduct the hearing. Both landlords and tenants may submit documents, testimony, written declarations and other evidence, all of which shall be submitted under oath.
- 835.03 The hearing officer shall issue a decision within 30 days of the hearing. The hearing officer will uphold, reverse or modify LAHD's determination. A copy of the decision will be mailed to the applicant and all affected tenants.
- 835.04 The hearing officer's decision is the final administrative decision. There are no administrative appeals from the decision of the hearing officer.
- 836.00 PROCEDURES AFTER FINAL ADMINISTRATIVE DECISION**
- 836.01 If the final administrative decision is that the unit qualifies for a luxury exemption, LAHD shall issue a certificate of exemption to the landlord.

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- 836.02 If the final administrative decision is that a unit does not qualify for a luxury exemption, LAHD shall bill the owner for all outstanding rent registration fees and penalties.
- 836.03 In the event that the landlord has collected rents higher than that permitted for a unit subject to the Ordinance, the landlord must refund to all tenants all amounts in excess of the legal rent.
- 836.04 If the landlord fails to refund excess rent collected, tenants may file a criminal complaint with LAHD and/or avail themselves of all other remedies available under law.

**THIS INFORMATION IS OFFERED FREE OF CHARGE TO THE GENERAL PUBLIC.**

While this publication is designed to provide accurate and current information about the law, readers should consult an attorney or other expert for advice in particular cases, and should also read the relevant statutes and court decisions when relying on cited material. Laws and guidelines are frequently amended. The LAHD recommends that you verify information in the event that new changes are not yet reflected in this publication. The LAHD does not assume and hereby disclaims any liability to any party for any loss, damage, or disruption caused by errors or omissions, whether such errors or omissions result from negligence, accident, or any other cause.

**AUXILIARY AIDS AND SERVICES:** "As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities."



# LUXURY HOUSING ACCOMMODATION EXEMPTION APPLICATION

**CITY OF LOS ANGELES  
LOS ANGELES HOUSING DEPARTMENT  
RENT STABILIZATION DIVISION**

P. O. BOX 57398  
LOS ANGELES , CALIFORNIA 90057-0398  
(866) 557-RENT OR (866) 557-7368

**LUXURY HOUSING ACCOMMODATION EXEMPTION APPLICATION**

Please submit a \$25 filing fee with each application (LAMC 151.07.A.5)  
**( PLEASE Print or Type– Use Black Ink Only)**

1. NAME OF LEGAL OWNER (LAST) <span style="float: right;">FIRST) <span style="float: right;">(M.I.)</span></span>		
2. OWNER'S MAILING ADDRESS, CITY, STATE, & ZIP CODE (INCLUDE 5 DIGITS + 4 DIGIT CODE)		
3. NAME OF OWNER'S AGENT (IF APPLYING IN OWNER'S NAME)		
4. AGENT'S MAILING ADDRESS, CITY, STATE, & ZIP CODE (INCLUDE 5 DIGITS + 4 DIGIT CODE)		
5. OWNER'S DAYTIME PHONE NUMBER WITH AREA CODE		6. AGENT'S DAYTIME PHONE NUMBER WITH AREA CODE
7. OWNER'S ALTERNATE PHONE NUMBER AND E-MAIL ADDRESS		8. AGENT'S ALTERNATE PHONE NUMBER AND E-MAIL ADDRESS
<p>ONLY ONE UNIT PER APPLICATION. LIST THE UNIT BELOW (by specific unit number or street number designation if this is applicable) WHICH QUALIFIES FOR EXEMPTION AS A LUXURY HOUSING ACCOMMODATION UNDER SECTION 151.02 L.A.M.C. LIST THE NUMBER OF BEDROOMS WITHIN THE UNIT. SPECIFY THE AMOUNT OF RENT COLLECTED FOR THIS UNIT ON MAY 31, 1978. IDENTIFY THE CURRENT TENANT &amp; THE TENANT LIVING IN THE UNIT ON MAY 31, 1978, IF KNOWN. ALL SUPPORTING DOCUMENTS MUST BE ATTACHED TO THIS APPLICATION.</p>		
9. SUBJECT PROPERTY ADDRESS (STREET NUMBER, COMPLETE STREET NAME, AND UNIT NUMBER), CITY, & ZIP CODE		
10. ASSESSOR PARCEL NO.	11. TOTAL UNITS IN BUILDING	12. NUMBER OF BEDROOMS
13. WAS THE UNIT RENTED ON MAY 31, 1978? (YES OR NO)		14. WHAT WAS THE RENT CHARGED FOR THE UNIT ON MAY 31, 1978?
15. NAME OF CURRENT TENANT, STREET ADDRESS (WITH UNIT#), CITY, STATE, & ZIP CODE		
16. NAME OF TENANT ON MAY 31, 1978, STREET ADDRESS (WITH UNIT#), CITY, STATE, & ZIP CODE. PROVIDE CURRENT CONTACT INFORMATION, IF AVAILABLE.		
17. SIGNATURE OF OWNER OR AUTHORIZED AGENT: "I CERTIFY THAT THIS INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE"		18. DATE SIGNED