



LOS ANGELES COUNTY  
**CONSUMER & BUSINESS AFFAIRS**  
 Housing & Tenant Protections

LOS ANGELES COUNTY RENT STABILIZATION  
**TENANT BUYOUT AGREEMENTS**  
**DISCLOSURE NOTICE OF TENANT RIGHTS**

TENANT BUYOUT AGREEMENTS			
STEPS	DIRECTIONS	CHECKLIST	PROVIDE TO
<b>Step 1: Provide Tenant(s) with Disclosure Notice &amp; Initial Offer</b>	<p>Provide this Disclosure Notice (<b>TBA-1</b>) and the proposed Tenant Buyout Agreement (including the required language) to tenants at least forty-five (45) days before it is to be signed by all parties.</p> <p><i>NOTE: The Disclosure Notice and the Tenant Buyout Agreement must be in the tenant's primary language and translated at the landlord's expense.</i></p>	<input type="checkbox"/> Determine if documents need to be translated <input type="checkbox"/> Fill out TBA-2 <input type="checkbox"/> Provide proposed Tenant Buyout Agreement at least 45 days before signing	<input type="checkbox"/> Tenants
<b>Step 2: Agreement Signed</b>	<p>If the tenant(s) agree to the terms of the offer, the parties will draft and sign a written Tenant Buyout Agreement that includes the required DCBA statements (See page 2).</p> <p>The Landlord must provide a copy of the signed Agreement to tenant(s) within ten (<b>10</b>) days of signing it.</p>	<input type="checkbox"/> Copy of Signed Buyout Agreement	<input type="checkbox"/> Tenants
<b>Step 3: Provide DCBA with Required Documents</b>	<p>Within ten (<b>10</b>) days of signing the Tenant Buyout Agreement, provide DCBA with a copy of the signed agreement, completed Disclosure Notice (<b>TBA-1</b>), and Proof of Service (<b>POS</b>).</p>	<input type="checkbox"/> Copy of Signed Tenant Buyout Agreement <input type="checkbox"/> Signed Disclosure Notice <input type="checkbox"/> Proof of Service	<input type="checkbox"/> DCBA
<b>Step 4: Right to Rescind</b>	<p>After signing the agreement, the Tenant(s) have up to forty-five (<b>45</b>) days to cancel (rescind) the Agreement and remain in the unit.</p>	<input type="checkbox"/> Tenants provide written notice to landlord as described below	<input type="checkbox"/> Landlord

### What is a Tenant Buyout Agreement?

**Tenant Buyout Agreements (TBA)**, commonly called "Cash for Keys" offers, allow landlords to ask tenants to vacate a dwelling in situations where the tenant would not otherwise be required to move. These negotiated agreements are entirely voluntary so tenants can choose to **NOT** accept an offer and remain in their dwelling unit without harassment and/or retaliation. Refusing a Tenant Buyout Agreement or other compensation (money, free rent, etc.) to move out of a unit is **NOT** a legal reason for eviction under the Rent Stabilization and Tenant Protections Ordinance. These protections apply to all tenants, regardless of immigration status.



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### What rights do Tenants have?

Per County Code Section [8.52.100](#), Tenants:

- Have the right **NOT** to enter into buyout negotiations or Buyout Agreements;
- May choose to consult with an attorney before entering into a Buyout Agreement;
- Should be given forty-five (45) days to review, consider, and amend the offer before they sign it;
- May cancel/rescind the buyout agreement up to forty-five (45) days after it is signed;
- May contact the Department of Consumer and Business Affairs (DCBA) for information about other Buyout Agreements in the Tenant's neighborhood and any other relevant information

### Tenant Buyout Agreements must meet the following requirements:

- Signed agreements must be in writing and in the primary language of the tenant, translated at the landlord's expense;
- Landlords must provide each affected tenant a copy of the proposed agreement at least forty-five (45) days before it is signed by all parties;
- **The signed agreement must include the following statements** in bold letters in at least 12-point boldface type in close proximity to the space reserved for the signature of the tenant

- **“You may cancel this buyout agreement in writing at any time before the forty-fifth (45<sup>th</sup>) day after all parties have signed this buyout agreement.”**
- **“You have a right not to enter into a buyout agreement.”**
- **“You may choose to consult with an attorney before signing this buyout agreement. The County of Los Angeles Department of Consumer and Business Affairs may also have information about buyout agreements in your neighborhood.”**

### Terms of the Agreement

The terms of a Tenant Buyout Agreement should be mutually developed by both the Landlord and Tenant. DCBA cannot assist with the drafting of terms or Tenant Buyout Agreements. While there are no limits regarding how much compensation a tenant should receive in an agreement, it is encouraged that both parties review our calculated Relocation Assistance Amounts below for reference. When developing Tenant Buyout Agreements, it is best to be clear and include as much information as possible to avoid disputes later (i.e. Explain the *who*, *what*, *where*, *when*, *how* questions that describe the execution of the agreement).

### Understanding the Cost of Moving Out

The following figures are for illustrative purposes. They provide information on what displaced Tenants can expect to pay for Fair Market Rents in the Los Angeles County rental market. More information can be found on the [Housing and Urban Development website](#):



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**Fair Market Rents (FMRs) Los Angeles – Long Beach – Glendale, CA Metro FMR Area**

Annual FMRs by Unit Size					
Year*	Efficiency	1 Bedroom	2 Bedrooms	3 Bedrooms	4+ Bedrooms
2020	\$1,279	\$1,517	\$1,956	\$2,614	\$2,857
2019	\$1,158	\$1,384	\$1,791	\$2,401	\$2,641

\* **Disclaimer:** The Fair Market Rate information is provided by the U.S Department of Housing and Urban Development. DCBA is providing this for informational purposes and does not calculate the FMRs. To find the most current FMR visit the [Housing and Urban Development website](#).

**LA County Relocation Assistance Amounts for No-Fault Reasons**

County of Los Angeles Relocation Assistance					
	Studio	1 Bedroom	2 Bedrooms	3 Bedrooms	4+ Bedrooms
<b>Standard</b>	\$7,654	\$8,662	\$10,797	\$13,115	\$14,759
<b>Seniors, Minors, Persons w/ Disabilities</b>	\$9,272	\$10,675	\$13,359	\$16,043	\$17,995
<b>Lower-Income Household</b>	\$10,980	\$12,688	\$15,921	\$18,971	\$21,411

**45-Day Right to Cancel**

Tenants have 45 days after signing the agreement to cancel it and remain in their unit. In order to rescind a buyout agreement, the Tenant must hand-deliver, email, or send certified mail (return receipt requested) a written statement to the Landlord indicating that the Tenant has decided to rescind the agreement within the 45-day period. Tenants are encouraged to maintain a copy of the cancellation letter for their records.



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**By signing this document, I acknowledge that I have read the Rent Stabilization and Tenant Protections Ordinance Tenant Rights Buyout Offers & Agreements Disclosure Notice.**

The address of the dwelling unit that is the subject of the Buyout Offer/Agreement is:

Street Address:		Unit Number:	Unit Size:
City:	State:	Zip Code:	

Contact information for Landlord or their Authorized Agent: (include name, email, phone number, and address where Tenants can provide cancellation/rescission notice)

Name:
Phone Number:
Email:
Mailing Address:

Name and contact information of each Tenant who will vacate the dwelling as part of the agreement:

	Name	Phone Number	Email Address
1.			
2.			
3.			
4.			

**LANDLORD DECLARATION:**

I hereby declare, under penalty of perjury under the laws of the State of California, that the information provided in this form is true and correct to the best of my knowledge and belief. I certify that I have given a copy of this Disclosure Notice concerning Buyout Offers & Agreements to the tenant(s).

\_\_\_\_\_  
Landlord Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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# DISCLOSURE NOTICE OF TENANT RIGHTS

The address of the dwelling unit that is the subject of the Buyout Offer/Agreement is:

Street Address:		Unit Number:	Unit Size:
City:	State:	Zip Code:	

**TENANT ACKNOWLEDGMENT:**

I verify that I have received a copy of **all 5 pages of** the Disclosure Notice of Tenants Rights under the Los Angeles County Rent Stabilization and Tenant Protections Ordinance concerning Buyout Agreements.

_____	_____	_____
Tenant Name	Signature	Date
_____	_____	_____
Tenant Name	Signature	Date
_____	_____	_____
Tenant Name	Signature	Date
_____	_____	_____
Tenant Name	Signature	Date