

## **Board of Supervisors**

Hilda L. Solis First District

Holly J. Mitchell Second District

Lindsey P. Horvath Third District

Janice Hahn Fourth District

Kathryn Barger Fifth District

<u>Director</u> Rafael Carbajal

Chief of Staff
Joel Ayala

Deputy Director

Dana Pratt

## REQUEST FOR APPEAL to the RENTAL HOUSING OVERSIGHT COMMISSION

An application to Request an Appeal must be submitted to the Rental Housing Oversight Commission (RHOC) on the form below. Please note that if any of the following requirements are not completed, your application may be rejected or denied.

**Step 1** – Request an Appeal. This Request for Appeal must be filled out completely and submitted within fifteen (15) calendar days of the Department of Consumer and Business Affair's (DCBA) decision on a matter related to the Rent Stabilization or Mobilehome Rent Stabilization Ordinance that you wish to appeal. Additionally, attach all relevant document that support the appeal. Please submit your Appeal and supporting documents to the RHOC by either:

- Email: DRHOC@dcba.lacounty.gov
- Mail: Department of Consumer and Business Affairs Attn: Rental Housing Oversight Commission (Appeals) 320 West Temple Street, G-10, Los Angeles, CA 90012
- In Person: 320 West Temple Street, G-10, Los Angeles, CA 90012.

Step 2 – <u>Attend Scheduled Hearing</u>. Hearing dates will be set and issued by the RHOC's secretary or program staff. The appeal hearing will be open to the public. At the hearing, the RHOC will review the record of the decision and hear testimony of the applicant(s), respondent(s), representatives of the Department, and any other interested parties. Hearings will be held virtually via Web-Ex with a dial-in option, considering the COVID-19 pandemic until further notice. Please reach out to DCBA at least fifteen (15) calendar days prior to the hearing date if you require any special accommodations or translation services.

**Step 3** – **Decision**. After the hearing, the RHOC will either:

- a. Approve, modify or reverse the Department's decision and specify the reasons for its decision; or
- b. Refer the matter back to the Department for further review.

Decisions shall be issued within thirty (30) calendar days of the close of the hearing. The secretary or program staff of the RHOC will mail the decision to the parties within ten (10) calendar days after it is issued. The decision of the RHOC shall be final and not subject to further appeal at the County level.



## Complete and submit this form to: COUNTY OF LOS ANGELES DEPARTMENT OF CONSUMER AND BUSINESS AFFAIRS RENTAL HOUSING OVERSIGHT COMMISSION - APPEALS

320 WEST TEMPLE STREET, G-10, LOS ANGELES, CA 90012-2706 Phone: (213) 441-0822 I Website: rent.lacounty.gov

## **REQUEST FOR APPEAL**

Applicant Information (If there are multiple application)	cants or you are	e represented, please	attach additional information)			
Name:						
Phone #:	Alt. Phone	<b>#</b> :				
Mailing Address:						
Email:						
DCBA Case No.:	Application	for Rent Adjustm	ent Decision Date:			
Respondent Information (If there are multiple re	espondents or ye	ou are represented, p	lease attach additional information)			
Name:						
Phone:	Email:					
Address:			Unit:			
City:		State:	ZIP:			
Reason for Appeal (check all that apply)						
$\square$ The decision does not reflect the inte		ose of the Rent	Stabilization Ordinance or			
Mobilehome Rent Stabilization Ordinance.						
$\Box$ There was an error or abuse in discretion by the Department of Consumer and Business Affairs.						
☐ The administrative record includes inaccurate information.						
☐ The decision is not supported by the record.						
Appeal Details (explain your selection above)						

NOTE: Failure to submit requested documentatio			
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