



## REQUEST TO EXPEDITE HEARING PROCESS

*NOTA: SI USTED NO ENTIENDE ESTA PETICIÓN, NO TARDE EN COMUNICARSE CON EL PROGRAMA DE RENTA AL NÚMERO (510) 234-RENT [7368] PARA PEDIR UNA CITA Y RECIBIR UNA EXPLICACIÓN O TRADUCCIÓN.*

The Richmond Rent Board adopted Regulation 813 to provide for expedited hearings based on extenuating circumstances concerning actual eviction notices or proceedings. Section 813 (A) emphasizes the need for consistency in rulings between the Rent Board and the Courts. The purpose of Regulation 813 is to ensure that the Rent Board rules on issues involved in petitions before it, and concerning eviction proceedings, prior to the Court ruling on the same issue.

Section 813(B) provides priority in the scheduling of hearings and in the issuance of decisions where there are pending petitions and/or appeals involving rental units where eviction notices were served or proceedings have commenced. An eviction proceeding has commenced if any notice of termination of tenancy, or an unlawful detainer/eviction Complaint, has been served on a tenant.

A party to the petition or appeal may request that it be given priority by filing a Request to Expedite Hearing Process, including a copy of the notice or the Unlawful Detainer Complaint, with the Rent Board, along with a Proof of Service that the same was served on the opposing party. The Request to Expedite Hearing Process will only impact matters of concern to the eviction process in the following ways:

<b>Expedited Hearing Process</b>	
Priority in Scheduling Hearings	<p>The Hearing will be set to be heard on the soonest possible date prior to the eviction proceeding, whenever possible.</p> <p>For purposes of scheduling, either a Special Hearing date will be set or another Hearing will be rescheduled.</p>
Priority in the Issuance of a Decision	<p>The Hearing Examiner will prioritize the writing of a Decision in an expedited hearing.</p>
A Hearing Examiner’s Decision must be appealed to the Rent Board unless otherwise decided by the Rent Board.	<p>The timeline for a Rent Board Appeal, or the process to seek judicial review thereafter, will not be expedited.</p>

**APPLICATION FOR EXPEDITED HEARING AND DECISION**

Property Address: \_\_\_\_\_ Petition Number: \_\_\_\_\_

\_\_\_\_\_

Applicant (Print Name): \_\_\_\_\_  Landlord  Tenant

Mailing Address (if different): \_\_\_\_\_

Issues of Concern to the Eviction Process:  3-day Notice  30-day Notice  Other

\_\_\_\_\_

\_\_\_\_\_

Parties/Witnesses:

<b>Name:</b>	<b>Relationship to the Petition:</b>	<b>Address:</b>	<b>Telephone Number(s):</b>

**I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**ATTACH COPIES OF NOTICES OR AN UNLAWFUL DETAINER/EVICTION COMPLAINT OTHER DOCUMENTARY EVIDENCE TO SUPPORT YOUR REQUEST TO EXPEDITE HEARING PROCESS**

## SPECIAL PROOF OF SERVICE<sup>1</sup>

I AM A RESIDENT OF \_\_\_\_\_ COUNTY AND WAS, AT THE TIME OF SERVICE,  
OVER AGE EIGHTEEN. ON \_\_\_\_\_ (DATE), I SERVED ONE COPY OF THE  
\_\_\_\_\_ BY: (CHECK APPROPRIATE BOX):

**DELIVERING \_\_\_\_\_ IN PERSON TO THE FOLLOWING INDIVIDUAL:**  
[PRINT NAME OF TENANT(S) OR LANDLORD AND/OR TENANT'S OR LANDLORD'S REPRESENTATIVE:]

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

**PLACING \_\_\_\_\_ ENCLOSED IN A SEALED ENVELOPE WITH FIRST-CLASS POSTAGE FULLY PAID, INTO A U.S. POSTAL SERVICE MAILBOX, ADDRESSED AS FOLLOWS:** [PRINT NAME OF TENANT(S) OR LANDLORD AND/OR TENANT'S OR LANDLORD'S REPRESENTATIVE:]

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

**EMAILING \_\_\_\_\_** [PRINT NAME OF TENANT(S) OR LANDLORD AND/OR TENANT'S OR LANDLORD'S REPRESENTATIVE:] [PROVIDE ANY/ALL EMAIL ADDRESS(ES):]

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

**I DECLARE UNDER PENALTY OF PERJURY OF THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING IS TRUE AND CORRECT.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

<sup>1</sup> This Special Proof of Service form has been created by the Richmond Rent Program solely for use during and in response to the COVID-19 pandemic.