

**COVID-19 EMERGENCY  
NOTIFICATION TO LANDLORD**

Send by email and US mail. To avoid entering the post office video tape yourself mailing it.

Name of Landlord: \_\_\_\_\_

Address of Landlord: \_\_\_\_\_

Email of Landlord: \_\_\_\_\_

Re: Tenant name: \_\_\_\_\_

Tenant address: \_\_\_\_\_

Dear \_\_\_\_\_:

I have had a temporary loss of income and/or increased expenses due to the COVID-19 Crisis.

\_\_\_\_\_ I will not be able to pay my rent.

\_\_\_\_\_ I will only be able to pay \$\_\_\_\_\_ my rent.

Pursuant to the Governor's May 27, 2020 Executive Order and/or other local measure attached is:

\_\_\_\_\_ My letter of termination

\_\_\_\_\_ My EDD documents

\_\_\_\_\_ Proof of increased expenses that are COVID-19 crisis related

\_\_\_\_\_ Other Proof

\_\_\_\_\_ I will provide proof when I can get it.

Many local jurisdictions have passed tenant protection measures. I may be protected by a stronger local law that limits evictions.

In order to document our communication and to avoid misunderstandings, please respond to this email rather than call or visit.

Sincerely,

\_\_\_\_\_  
PRINT YOUR NAME: