Example Notice Timeline and Procedure to Terminate Tenancy

Obtain all necessary licenses and permits for rental of residence, including:

Step 1

- Marin County Business License
- Marin County Environmental Health Services Division Permit to Operate (if applicable)
- Marin County registration for residential rental unit (effective June 1, 2019)

Complete Form Notice of Termination (and any other applicable notice') and deliver to relevant tenant household (with supporting documentation, if required)

 Generally, at least 120 days prior to the intended final date of the tenancy for permanent removal of unit from rental market

Step 2

- Generally, for other "No Fault" terminations:
 - at least 60 days prior to the intended final date of tenancy when tenant has resided in the unit for one or more years
 - o at least 30 days prior to the intended final date of the tenancy when the tenant has resided in the unit for less than one year
- Generally, for "For Cause" terminations, at least three business days prior to the intended final date of the tenancy and after notice and opportunity to cure, if applicable

Submit an accurate copy of the completed Form Notice of Termination to the County for each applicable tenant household (with supporting documentation, if required) within 10 days after delivery to tenant household.

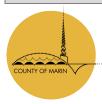
Step 3

Notices may be submitted online at www.marincounty.org/justcause or mailed to:

Housing and Federal Grants Division Marin Community Development Agency 3501 Civic Center Drive, Room 308 San Rafael. CA 94903

Step 4

If tenant does not vacate the unit on or before the intended final date of tenancy, consult an attorney regarding a potential unlawful detainer action in court.



* Example does not account for all variations of the notice timeline and procedure to terminate a tenancy. Landlords and/or tenants may wish to consult a private attorney to ascertain the rights and responsibilities applicable to any particular situation.