

RACHEL LEDERMAN & ALEXSIS C. BEACH

Attorneys at Law
558 CAPP STREET
SAN FRANCISCO, CA 94110

(415) 282-9300
FAX: (415) 285-5066

HABITABILITY INTAKE

Date form completed:

How were you referred to this office?

Complete name: _____

Address: _____
(street #)(apt. #) (zip code)

Phone: (h) _____ **(w)** _____

Who else lives in your apartment?

Adults: _____

Children: _____
with dates of birth

Date you moved in: _____ **Current rent:** _____

Number of bedrooms: _____ **Total rooms:** _____

Do you have a written rental agreement or lease? _____
(if so, please attach)

Have you seen an estoppel agreement for your unit?

Name of landlord: _____

Address, telephone number of landlord: _____

Same if you have a management company: _____

Does landlord live in building? _____

If you have a resident manager, please state his/her name and apartment number:

REPAIR PROBLEMS -

MAKE SURE TO PUT IN YOUR BEST ESTIMATE OF THE DATE EACH PROBLEM STARTED AND IF IT WAS RESOLVED WHEN. DATES, TO THE BEST OF YOUR RECOLLECTION, ARE CRITICAL.

Living room:

ceiling leaks wall leaks holes in walls holes in floor buckled floor
 holes in carpet mold/mildew peeling paint and plaster
 broken or cracked windows rotted window casings exposed electric wiring
 inoperative light switch inoperative outlet

other: _____

—

First bedroom (larger of the two, if there are two):

ceiling leaks wall leaks holes in walls inoperative outlet
 holes in floor buckled floor holes in carpet mold/mildew
 peeling paint and plaster broken or cracked windows rotted window casings
 exposed electric wiring inoperative light switch

other: _____

—

Second bedroom:

ceiling leaks wall leaks holes in walls inoperative outlet

holes in floor buckled floor holes in carpet mold/mildew
 peeling paint and plaster broken or cracked windows
 rotted window casings exposed electric wiring inoperative light switch

other: _____

—

Bathroom:

ceiling leaks wall leaks holes in walls inoperative outlet holes in floor
 buckled floor holes in carpet mold/mildew peeling paint and plaster
 broken or cracked windows rotted window casings exposed electric wiring
 inoperative light switch toilet leaks toilet doesn't work sink leaks
 bathtub leaks bathtub doesn't drain shower leaks no hot water no cold water
 no window no fan fan doesn't work

other: _____

—

Kitchen:

ceiling leaks wall leaks holes in walls inoperative outlet
 holes in floor buckled floor holes in carpet mold/mildew
 peeling paint and plaster broken or cracked windows rotted window casings
 exposed electric wiring inoperative light switch sink leaks no hot water
 no cold water burners don't work oven doesn't work gaps between sink and
counter or stove and counter refrigerator doesn't work freezer doesn't work

other: _____

—

General:

no heat not enough heat (explain:) _____
 mice roaches other: _____
 no dead bolt lock on apartment door no dead bolt lock on main door
 broken lock broken gate no intercom
other security problems: _____

insufficient number of garbage cans insufficient garbage removal
 rubbish in common areas such as yard, halls, basement

unsafe stairs (where?) _____
(because:) _____

fire hazards no smoke alarms defective smoke alarms
 no fire extinguisher in hallway no second exit

Other problems: _____

What problems have you notified the landlord or management about? Were any complaints in writing?

Do you have copies of any letters you wrote? _____
(if so, please attach)

Has the landlord or his/her employees done anything to harass you? _____

Please describe any and all other types of assistance you have already sought for problems related to your building including going to the tenant's union, department of building/plumbing/electrical/inspection, or any other type of contact you had with any agency, organization, or person, related to the problems you have had with your landlord.

Other comments:

(attach additional pages if necessary)

RETURN TO: RACHEL LEDERMAN/ ALEXSIS BEACH

Attorneys at Law

558 Capp Street

San Francisco, CA 94110

telephone (415) 282-9300

fax (415) 285 5066

