



San Francisco Residential Rent Stabilization and Arbitration Board

Rent Board Date Stamp

NOTE: This form is only for those who wish to resolve a dispute with a landlord, tenant, roommate, etc. through mediation. All parties must agree to this process.

All party members must sign this form to begin this process.

ALTERNATIVE DISPUTE RESOLUTION (ADR) REQUEST FORM

↓ Unit Information ↓

Street Number of Unit _____ Street Name _____ Unit Number _____ San Francisco, CA 941 _____ Zip Code _____

Name of Building Complex (If Applicable) _____ Entire Building Address (lowest & highest numbers) _____

↓ Party 1 ↓ Tenant Subtenant Master Tenant Owner/ Landlord
 Property Manager Roommate Neighbor Other _____

First Name _____ Middle Initial _____ Last Name _____

Mailing Address: Street Number _____ Street Name _____ Unit Number _____ City _____ State _____ Zip Code _____

Primary Phone Number _____ Other Phone Number _____ Email Address _____

↓ Party 2 ↓ Tenant Subtenant Master Tenant Owner/ Landlord
 Property Manager Roommate Neighbor Other _____

First Name _____ Middle Initial _____ Last Name _____

Mailing Address: Street Number _____ Street Name _____ Unit Number _____ City _____ State _____ Zip Code _____

Primary Phone Number _____ Other Phone Number _____ Email Address _____

↓ Party 3 ↓ Tenant Subtenant Master Tenant Owner/ Landlord
 Property Manager Roommate Neighbor Other _____

First Name _____ Middle Initial _____ Last Name _____

Mailing Address: Street Number _____ Street Name _____ Unit Number _____ City _____ State _____ Zip Code _____

Primary Phone Number _____ Other Phone Number _____ Email Address _____

All parties have agreed to attend the ADR mediation session.

We are available to attend a mediation session any day except: _____

We prefer to attend a mediation session in the morning (9:00-12:30) afternoon (1:30-5:00)

ALTERNATIVE DISPUTE RESOLUTION (ADR) REQUEST FORM

Note: The ADR Program is not available if there is a pending Rent Board petition or court case involving the same issue. Parties to a pending Rent Board Report of Alleged Wrongful Eviction may participate in the ADR Program, but no agreement by a tenant to vacate a rental unit can be discussed.

I understand that the ADR Program is a voluntary process between all parties. I understand that all parties must agree to this process before it can be scheduled.

I am requesting an ADR mediation session because: _____

(Attach additional sheet if more space is needed)

The following nonprofit organizations also provide mediation services. They may be available at times and dates not provided by the San Francisco Rent Board. They may also provide mediation services not provided by the San Francisco Rent Board.

Community Boards

601 Van Ness Avenue, Suite 2070
San Francisco, CA 94102
(415) 920-3820
www.communityboards.org

Conflict Intervention Service

(415) 782-8940 (Helpline)
cis@sfbar.org
www.sfbar.org/adr-services/cis/

CONSENT OF PARTIES

I hereby consent to participate in an ADR mediation session and agree to make a good faith effort to reach a mutually satisfactory agreement. Signatures for all parties are required. Attach additional sheet if more space is required.

_____	_____	_____
(Print Name)	(Signature of Party 1)	(Date)
_____	_____	_____
(Print Name)	(Signature of Party 2)	(Date)
_____	_____	_____
(Print Name)	(Signature of Party 3)	(Date)