

Culver City's Landlord Tenant Mediation Board provides mediation services for landlords and tenants regarding claims of excessive or unjustified rent increases in accordance with the City Council's adopted regulations.<sup>1</sup>



**I am having a disagreement with my landlord or tenant, such as an issue with a recent rent increase. What are my options?**

**Which of these is most like your situation?**

I have a question about regulations, enforcement or mediation options.

I need help exploring options or negotiating solutions with my landlord or tenant.

I am a tenant or landlord having a disagreement about a recent Notice of Rent Increase.



**Culver City Housing and Human Services Department**

**LTMBstaff@CulverCity.org**  
**(310)253-5780**

Information is available to help you understand rent control options and regulations. You can also learn more about the Landlord Tenant Mediation Board and, if mediation is wanted, submit a request.

**DO YOU WANT TO REQUEST MEDIATION?**



**DO YOU WANT TO CONTACT THE HOUSING AND HUMAN SERVICES DEPARTMENT?**

Immediate assistance is available from the Housing and Human Services Department to help you understand your options and Culver City regulations.



**DO YOU WANT TO REQUEST MEDIATION?**

The Landlord Tenant Mediation Board is also available to assist with a mediation session and recommend terms in order to reach a Settlement Agreement.<sup>2</sup>

It is mandatory for the landlord to attend if the property is rent controlled and the tenant submits a **Mediation Request within 15 days of the rent increase notice**. After 15 days it is voluntary. It is also voluntary if the property is not rent controlled.



**Landlord Tenant Mediation Board**



Use this QR code to submit a Mediation Request or learn more about the Board. You can also visit the Culver City Housing and Human Services Department in City Hall to receive a paper application.

[CulverCity.org/City-Hall/Boards-Commissions/Landlord-Tenant-Mediation-Board](http://CulverCity.org/City-Hall/Boards-Commissions/Landlord-Tenant-Mediation-Board)



Was a Mediation Request submitted within 15-days of receipt of a Notice of Rent Increase, and have the other conditions for a mandatory mediation been met?<sup>3</sup>

YES  
 NO

**MANDATORY MEDIATION SESSION**

The landlord and tenant must attend the mandatory mediation session prior to the effective date of the rent increase.



Was the mediation session attended<sup>4</sup> and was a Settlement Agreement reached?

YES  NO

**VOLUNTARY MEDIATION SESSION**

The Culver City Housing and Human Services Department will contact the landlord, and if the landlord agrees, a voluntary mediation session will be scheduled for the landlord and tenant to attend.



**The agreed-upon terms will go into effect.**

The Culver City Housing and Human Services Department will send a Settlement Agreement<sup>4</sup> to the landlord and tenant with agreed-upon terms.



Contact the Culver City Housing and Human Services Department regarding your situation or if you need help mediating other issues: [LTMBstaff@CulverCity.org](mailto:LTMBstaff@CulverCity.org) or (310)253-5780.

Llame a la Ciudad al (310) 253-5780 si necesita información en español.

<sup>1</sup> IMPORTANT: this decision tree should be used as a general guide only. Please review Culver City Municipal Code Section § 15.09.005, et. seq. or contact the Culver City Housing and Human Services Department at [LTMBstaff@CulverCity.org](mailto:LTMBstaff@CulverCity.org) or (310) 253-5780 for more information regarding your specific situation.

<sup>2</sup> Examples include, but are not limited to: deferring payments for six months, reducing the rent increase percentage, providing additional amenities or upgrades to the unit (i.e. Painting, changing carpets, new stove, etc.), additional time to vacate in lieu of rent increase etc.

<sup>3</sup> Mandatory mediation is not required for claims that apply to single-family homes, condominium units or mobile home units used as rental units, mobile home pads, properties containing less than two rental units or properties whose written lease contains a provision authorizing a rent increase at a previously established rate. Any mediation sessions submitted under these property types will only be held if both parties voluntarily agree to participate.

<sup>4</sup> If all parties agree to arbitration instead of holding a session, the landlord will be deemed to have met the good faith mediation requirement.