The Rent Stabilization Ordinance (RSO) and the Systematic Code Enforcement Program (SCEP) apply to residential rental units in the City of Los Angeles.

The RSO applies to the City of Los Angeles, including San Pedro and the San Fernando Valley. Residential rental units covered by the RSO include: apartments, condominiums, town homes, duplexes, two or more dwelling units on the same lot, mobile homes, mobile home pads, and rooms in a hotel, motel, rooming house or boarding house occupied by the same tenant for thirty (30) or more consecutive days.

Pursuant to the Los Angeles Housing Code, the SCEP applies to all residential rental properties with two or more dwelling units, efficiency dwelling units, light housekeeping rooms, guest rooms and suites, where one or more of these units are rented or offered for rent on the same lot, land, buildings and structures appurtenant thereto.

For additional information on property subjectability or to learn more about these programs, please visit www.hcidla.lacity.org.

New in 2020: THE RSO FEES PER UNIT HAVE BEEN INCREASED.

Q. Why did I receive this bill?
A. The property is under the jurisdiction of the RSO and/or SCEP. Inclusion into the RSO or SCEP is not voluntary and is based on various factors. Whether or not you decide to offer the property for rent is not a factor in determining why you were issued this bill. Please visit www.hcidla.lacity.org for more information.

Property owners who are not in the rental housing market can apply for an exemption from the fees by completing the enclosed annual Exemption Application (EC Form).

Q. This property is my personal home. Am I still required to pay?
A. If you do not demand or collect rent, you are not required to pay the fees; however, you are required to apply for annual temporary exemptions for each non-rental unit on the property. See the enclosed EC Form for further instructions.

Q. I am collecting rent, but what exactly am I paying for?
A. The RSO fee provides program services administered by the City which includes a Statement of Registration Certificate. This statement is issued upon payment of fees and completion of the annual Rent Registry.

The SCEP fee provides for an initial inspection, a re-inspection (if necessary), and also the administrative hearing costs if the property is referred to the General Manager for non-compliance.

Q. What will happen if I do not pay the fees? My tenant has not paid any rent.
A. Failure to pay the fees by the due date will result in the assessment of delinquent penalty fees and further collection activities which may result in a report to a credit reporting agency, additional court action, or other efforts. Please note that the Statement of Registration Certificate is needed to proceed with a lawful eviction.

Q. What year am I getting billed for?
A. The Annual Bill is for the current calendar year (January – December). The RSO/SCEP fees are not prorated. If you rent out a unit for one month or the whole year, the fees are the same.

Q. What information should I include on a check or money order?
A. Make your check or money order payable to "City of Los Angeles – HCIDLA." Write the APN on the check and include the payment coupon.

Q. I sold my property. Am I still responsible for the bill?
A. Please disregard the bill. No response is necessary.
Q. How do I claim a Vacant Unit exemption?

A. A vacant unit exemption (Code S5) is for units that are boarded, vacant, and secured using a commercial-style lock for the entire year. If your unit(s) meet this requirement, you may apply for the S5 exemption by completing a Vacant Unit Notice form.

Q. How can I pay the bill?

A. You are strongly encouraged to register, pay, apply for an exemption or upload documents, etc. through the online payment portal at HCIDLABill.org with a mobile phone, computer, or tablet. Recent enhancements include easy to use access, downloadable RSO Certificates, a quick pay feature, and email confirmations.

New customers will need the APN and Statement Number printed on the upper-right portion of the bill.

Other payment options include:

Mail Services: please include the payment coupon (attached to the bottom of your bill), enter debit or credit card information or attach the coupon to your check payment. DO NOT SEND CASH. Use the payment envelope provided. To ensure accurate payment posting, be sure to submit payment for each property with a corresponding payment coupon.

Public Counter: For your convenience, HCIDLA walk-in public counters are available to make payments in person. Please see the reverse side of the Annual Bill for a list of locations.

Temporary Annual Exemption Request

It is recommended to file exemption requests online at HCIDLABill.org, otherwise use the enclosed EC Form. Please follow the instructions on the back of the EC Form included with your bill.

New property owners must register their ownership using the Registration/Exemption Application Form and file any applicable exemption request within 45 days of the property recording.

Q. Why am I required to file exemptions each year?

A. Property use may change from one year to the next. HCIDLA must be notified to ensure that all program services are provided to you in a timely manner.

Q. I exempted my units but I also paid the registration fees. What will happen?

A. You are NOT required to pay registration fees for exempted units. If a Statement of Registration Certificate was issued to you or your exemption form is received after the due date, HCIDLA will NOT retroactively process your exemption request to refund the payment. It is the owner's responsibility to ensure the accuracy of their payment.

Q. I do not have any rental units, my relatives live in a unit and do not pay rent. What should I do?

A. Annual exemptions must be requested for units occupied by the family members where no rent is collected (Code T3). (Please refer to the EC Form for instructions).

Q. How do I claim an exemption?

A. There are two exemption categories a property owner may be entitled to:

Temporary Exemptions are for owner-occupied units (Code T1); units occupied or used for storage, but no rent is being collected (Code T3); and Vacant units (Code S5) which are described on the preceding page. Please see the EC form for more details.

RSO/SCEP Exemptions address a wider range of property use and status exemptions. A comprehensive list is provided on the back of the RSO/SCEP Form, which is available to download at www.HCIDLABill.org by clicking on the “Forms” tab near the bottom of the page.