

Residential Rent Stabilization & Arbitration Board
City & County of San Francisco

水收益公債轉嫁費計算表

條例第 37.3(a)(5)(B)段；規章第 4.14 段

請用本表計算一個月或一個日曆年度的水收益債券轉嫁費。

租客姓名 _____ 物業地址 _____
Tenant's Name Property Address

房東姓名 _____ 電話 _____ 日期 _____
Landlord's Name Phone Date

親愛的租客：

由於 2002 年 11 月選舉時通過了一項發行水系統改善收益債券的提案（提案 A）導致水費增加，因此房東可能將水費單中與水費增加有關收費的 50% 轉嫁給您。三藩市公用事業委員會從 2005 年 7 月 1 日起發出的水費單均註明可以轉嫁給租客的收費部分。可以轉嫁的收費只是房東總水費的一部分。

謹附上您居住單位的水收益債券轉嫁費計算明細。房東可以根據一份水費單（只限第 1 行）計算，或根據任何日曆年度所有的水費單（第 1-12 行）計算。房東不可將您開始租賃之前的收費計入。如果您在日曆年度中期時遷入，房東可從開始租賃之後的收費單結算期，開始將日曆年度其餘期間的收費轉嫁給您。

如果房東選擇根據日曆年度來計算水收益債券轉嫁費，轉嫁額費必須在您的週年日期實施。如果房東選擇根據一份水費單來計算轉嫁費，轉嫁費不必在您的週年日期實施，但房東須在收到水費單 60 天內發出有關此項轉嫁費的通知。在任何情況下，轉嫁費都不會變成您基本租金的一部分，而且必須在您付完隨附計算表（第 3 頁）第 17 行指定月份數的轉嫁費後停止徵收。如果轉嫁費沒有按時停止徵收，房東須按規定退還超收款項。

計算表第 18 行的數額是房東可以轉嫁到您單位的每單位每月數額，但在此之前房東須根據民法典第 827 條規定發出加租書面通知。計算表的兩頁，包含這一頁在內，都必須隨附於加租通知。加租通知必須寫明每月水收益債券轉嫁額。請注意，您有權向房東索取一份適用的水費單副本。

租客經濟困難：租客可向租務委員會提出租客經濟困難申請，要求寬免支付水收益債券轉嫁費。經濟困難申請必須在水收益債券轉嫁費生效日起一年內提出。困難申請及時提出後，租客即無需支付轉嫁費，除非租務委員會發出最終裁定駁回困難申請。不過，如果困難申請被駁回，租客將需支付從生效日起的水收益債券轉嫁費。租務委員會辦公室提供困難申請表備索，地址是 25 Van Ness Avenue, Suite 320, San Francisco, CA 94102，申請表亦可在租務委員會網站下載，網址是 www.sfrb.org。

租客反對不當的水收益債券轉嫁費：租客可基於以下理由，在水收益債券轉嫁費生效日起一年內，申請召開仲裁聽證：

- 房東沒有正確計算好轉嫁費。
- 轉嫁費根據不正確的單位數目計算。
- 房東沒有在書面上清楚說明有關收費以及轉嫁費用的計算方法。
- 住屋單位沒有遵守有關規定安裝節水裝置的適用法例。
- 租客索取適用的水費單副本，但房東沒有交出文件。
- 租賃是在轉嫁費計算中所含的收費單結算期內或之後才開始。

如果房東沒有在轉嫁費繳清後停止收取轉嫁費，租客可在轉嫁費應停止之後的任何時間基於這項理由提出訴求；該訴求不受須在一年內提出的限制。（請注意：水收益債券轉嫁費效期應等同於用來計算每月轉嫁額的水費單所涵蓋的月份數。）

**Residential Rent Stabilization & Arbitration Board
City & County of San Francisco**

WATER REVENUE BOND PASSTHROUGH WORKSHEET
Ordinance Section 37.3(a)(5)(B); Rules and Regulations Section 4.14

Use this form when calculating the Water Revenue Bond Passthrough for one month or one calendar year.

Dear Tenant:

A landlord may pass through 50% of the water bill charges attributable to water rate increases resulting from the issuance of Water System Improvement Revenue Bonds authorized at the November 2002 election (Proposition A). Water bills prepared by the S.F. Public Utilities Commission commencing July 1, 2005 specify the water bill charges that are eligible for the passthrough. The eligible charges are only a portion of the landlord's total water bill.

Attached is the calculation of the Water Revenue Bond Passthrough for your unit. The landlord may base the calculation on a single water bill (Line 1 only) OR, in the alternative, on all the water bills for any calendar year (Lines 1–12). The landlord must not include charges incurred prior to commencement of your tenancy. If you moved in during the middle of a calendar year, the landlord may pass through the charges for the remainder of that calendar year, starting with the billing period following commencement of tenancy.

Where the landlord elects to calculate the Water Revenue Bond Passthrough based on a calendar year, the passthrough must be imposed on your anniversary date. Where the landlord elects to calculate the passthrough on a single water bill, the passthrough need not be imposed on your anniversary date; however, the landlord must serve notice of such passthrough within 60 days of receipt of the water bill. In any event, the passthrough shall not become part of your base rent and must be discontinued after you have paid it for the number of months specified on Line 17 of the attached Worksheet (page 3). The landlord is required to refund any overcharges if the passthrough is not discontinued on time.

The amount on Line 18 is the monthly amount per unit that the landlord can pass through to your unit after service of a written notice of rent increase pursuant to Civil Code §827. Both pages of the Worksheet, including this page, must be attached to the notice of rent increase. The rent increase notice must specify the amount of the monthly Water Revenue Bond Passthrough. Please be advised that you are entitled to receive a copy of the applicable water bill(s) from the landlord upon request.

Tenant Financial Hardship: A tenant may file a Tenant Financial Hardship Application with the Rent Board to request relief from payment of the Water Revenue Bond Passthrough. A hardship application must be filed within one year of the effective date of the Water Revenue Bond Passthrough. Once a timely hardship application is filed, the tenant need not pay the passthrough unless the Rent Board issues a final decision denying the hardship application. However, if the hardship application is denied, the tenant will need to pay the Water Revenue Bond Passthrough retroactive to the effective date. Hardship applications are available from the Rent Board's office at 25 Van Ness Avenue, Suite 320, San Francisco, CA 94102 or visit the Rent Board's website at www.sfrb.org.

Tenant Challenge of Improper Water Revenue Bond Passthrough: Within one year of the effective date of a Water Revenue Bond Passthrough, a tenant may petition for an arbitration hearing on the following grounds:

- The landlord has not properly calculated the passthrough.
- The passthrough is calculated using an incorrect unit count.
- The landlord failed to provide a clear written explanation of the charges and the calculation of the passthrough.
- The unit is not in compliance with applicable laws requiring water conservation devices.
- The tenant requested a copy of the applicable water bill(s) and the landlord has not provided them.
- The tenancy began during or after the billing period(s) included in the passthrough calculation.

If the landlord fails to discontinue the passthrough after it is fully paid, a tenant may file a petition on this basis at any time after the passthrough should have been discontinued; such petition is not subject to the one-year filing limitation. (Please note: A Water Revenue Bond Passthrough may remain in effect only for the same number of months covered by the water bills that were used to calculate the monthly passthrough amount.)

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水收益公債轉嫁費計算表

請用本表計算一個月或一個日曆年度的水收益債券轉嫁費。

WATER REVENUE BOND PASSTHROUGH WORKSHEET

Use this form when calculating the Water Revenue Bond Passthrough for one month or one calendar year.

列出每份水費單日期 <i>List Each Bill Date</i>	列出每份水費單的服務期間* <i>List The Service Period For Each Water Bill*</i>		列出每份合格水費單收費** <i>List Each Eligible Water Bill Charge**</i>
	從 / From 到 / to	1	\$
	從 / From 到 / to	2	\$
	從 / From 到 / to	3	\$
	從 / From 到 / to	4	\$
	從 / From 到 / to	5	\$
	從 / From 到 / to	6	\$
	從 / From 到 / to	7	\$
	從 / From 到 / to	8	\$
	從 / From 到 / to	9	\$
	從 / From 到 / to	10	\$
	從 / From 到 / to	11	\$
	從 / From 到 / to	12	\$
將第 1 行至 12 行中的所有數額相加後就是合格總收費： <i>Add Lines 1 through 12 to get Total Eligible Charges:</i>		13	\$
第 13 行的數額除以二就是 50% 的合格收費： <i>Divide Line 13 by two to get 50% of Eligible Charges:</i>		14	\$
列出上述水費單涵蓋的住宅與商業單位總數量： <i>List Total # of Residential & Commercial Units Covered by the Water Bills:</i>		15	
將第 14 行除以第 15 行： <i>Divide Line 14 by Line 15:</i>		16	\$
列出第 1-12 行中的水費單涵蓋的總月份數： <i>List Total # of Months Covered by the Water Bills Listed in Lines 1-12:</i>		17	
將第 16 行除以第 17 行，就是每個單位每月的轉嫁額： <i>Divide Line 16 by Line 17 to get Monthly Passthrough Amount Per Unit:</i>		18	\$

* 房東可以根據一份水費單（只限第 1 行）計算，或根據任何日曆年度所有的水費單（第 1-12 行）計算。日曆年度是指從一月至十二月的服務期間（不是帳單日期），也不是任何十二月連續月份。服務期間落在兩個不同日曆年度時，房東不需按比例分別調整水費單，而可以選擇將這些水費單計入其中一年，但同一份水費單不可計入兩個年度。房東不可將租賃生效日之前的費用計入。如果租客在年中時遷入，房東必須用開始租賃後下一個服務期間起的水費單來計算轉嫁費。*The landlord may base the calculation on a single water bill (Line 1 only) OR, in the alternative, on all the water bills for any calendar year (Lines 1-12). A calendar year means service periods (not bill dates) from January through December, and not an alternate twelve-month period. It is not necessary to prorate water bills for service periods that fall into two different calendar years. The landlord can elect to include such bills in either calendar year, but cannot include the same bill in both years. The landlord must not include charges incurred prior to commencement of the tenancy. If the tenant moved in mid-year, the landlord must calculate the passthrough using only the bills beginning with the next service period after the tenancy commenced.*

** 如果租客收到基於經營與維護費用的加租，而其中同樣的水費單收費包含在比較年的費用總額中，則房東亦不得對同一期間徵收水收益債券轉嫁費。*If the tenant received a rent increase based on operating and maintenance expenses in which the same water bill charges were included in the comparison year cost totals, the landlord may not also impose a Water Revenue Bond Passthrough for that same period.*

向租客發出這份通知，即代表房東證實該租客符合被收取水收益債券轉嫁費的資格，因為租客的單位遵守有關規定安裝節水裝置的適用法例，包括但不限於加州民法典第 1101.5 節和三藩市房屋法第 12A 節。*/ By service of this notice on the tenant, the landlord affirms that the tenant is eligible for the Water Revenue Bond Passthrough because the tenant's unit is in compliance with any applicable laws requiring water conservation devices, including but not limited to California Civil Code Section 1101.5 and San Francisco Housing Code Section 12A.*

房東簽名 / Landlord's Signature