



<b>For Office Use Only</b>	
Petition No:	Date Intake:
Site Address:	Date Accepted:
Intake Staff Initials:	

**REPRESENTATIVE AUTHORIZATION FORM FOR PETITION  
AS DEFINED BY THE COMMUNITY STABILIZATION AND FAIR RENT ACT  
(CSFRA)**

**I. Property Information**

I certify that I am a Party to a Petition pending for the following rental property:

Rental Property Address: \_\_\_\_\_

Specific Rental Units Affected: \_\_\_\_\_

**II. Representative Designation**

I hereby designate a representative within the meaning of Section 1711 of the CSFRA and any corresponding Regulations adopted by the Rental Housing Committee.

**Please check ONE of the following boxes to indicate the type of representative you are designating:**

- I hereby provide *binding and unconditional authorization* to the below designated agent-representative to act on my behalf and to make binding decisions on my behalf. This authorization applies to all aspects of the Section 1711 petition adjudication process from initial filing through any subsequent pre-hearing, hearing process and appeal. This binding authority applies regardless of whether I am personally available to participate in said petition process.
- I hereby select the below designated representative, within the meaning of Section 1711(f) of the CSFRA to take action on my behalf and to aid me in all aspects of my participation as a party in the Petition adjudication process from initial filing through any subsequent pre-hearing process, hearing process and appeal. I will continue to maintain my ultimate authority to make binding decisions in this process and *I agree to make myself available* to provide input to my representative during the adjudication process.

**III. Representative Information**

Name of Representative: \_\_\_\_\_  
Organization/Company: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: (    ) \_\_\_\_\_

Any previous CSFRA representative designation is hereby revoked. This authorization may only be revoked by written instrument signed by me and served on the Rental Housing Committee and all parties to the petition pending for this rental property.

Dated: \_\_\_\_\_  
Owner Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: (    ) \_\_\_\_\_

**I hereby accept my designation as a representative.**

Dated: \_\_\_\_\_  
Signature of Representative: \_\_\_\_\_

*Please submit this form as part of your petition packet, or if you decide to submit this form at a later stage please serve a copy on all parties to the pending petition and attach a proof of service.*