



CITY OF
OAKLAND

Revenue Management Bureau – Citywide Liens Division
150 Frank H Ogawa Plaza, Suite 5342
Oakland, CA 94612-2033
Phone: (510) 238-3371
BTLiens@oaklandca.gov

IMPORTANT TAX NOTICE

Owner
Mailing Address
Mailing, City, State Zip Code

Notice Date: September 11, 2026
Response required by: **October 5, 2026**
Notice Number: **26100000**

Dear Property Owner, Our records indicate that the property identified below may potentially be used as a rental property:

Parcel #:

Property Address:

Pursuant to Oakland Municipal Code 5.04.020 and 5.04.120 (G) and (Q), it is unlawful to rent or lease property in the City of Oakland without first obtaining a Business Tax Certificate. Residential rental properties may also be subject to the Rent Adjustment Program (RAP) fee.

If you need to obtain a business license, scan the QR code below or visit the online application portal (include the Notice Number when you apply online <https://oakland.hdlgov.com/Apply/GettingStarted/BusinessLicense>

Or submit the enclosed business tax declaration. Following review of the declaration, you will be invoiced for business taxes and fees due. Delinquent taxes and fees are subject to applicable penalties and interest.

If you have a current business tax account for the property, please provide the business tax account number (eight digits with preceding zeros): _____

If this is not a rental property, please state the use or status of the property:

I declare under penalty of perjury that to my knowledge the above statement is true and correct.

Print Name	Signature	Title	Date	Phone Number

Failure to comply with this request by the response date will result in enforcement action, including legal action and/or placement of a lien against your property.

For any questions regarding this notice, please refer to the FAQs on the back of the page. Thank you for your prompt attention to this matter.