

# Coronavirus: Small-Business Resource Guide

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ECONOMIC DEVELOPMENT TEAM  
*Our Team. Your Business. Working Together.*

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# Table of Contents

- Overview..... 2
- Tax Extensions for Business Taxpayers**..... 3
  - Internal Revenue Service Employee Retention Tax Credit ..... 3
  - California Department of Tax and Fee Administration Taxes ..... 3
  - Employment Development Department Payroll Taxes ..... 3
  - Orange County Treasurer-Tax Collector Property Tax Penalty Cancellation..... 3
- Business Loans and Grants**..... 4
  - Federal..... 4
  - State..... 5
  - Local ..... 5
  - Private Sector..... 6
- Employer Assistance**..... 7
  - Furloughs, and Layoffs ..... 7
- Utilities**..... 8
- Anaheim Economic Recovery Plan** ..... 9
  - Community ..... 9
  - Tourism and Business ..... 9
  - Marketing Resources.....10
    - Bring It Home, Anaheim Campaign** .....11
  - Anaheim Regulatory Relief .....11
    - Relaxed Parking Enforcement** .....11
    - Relief for Full-Service Restaurants and Alcohol Retailers**.....11
- Additional Resources** .....12
- Frequently Asked Questions (FAQs).....14
  - Employment: Employers and Displaced Workers .....14
  - Funding and Other Relief.....14
  - Public Health Guidelines .....14
  - Eviction Protection Program** .....14

## Overview

The City of Anaheim is a thriving community rooted in its support of its local businesses, its neighbors and each other. We recognize coronavirus presents many immediate and long-term challenges and uncertainties for public health and economic stability. During these difficult times, Anaheim's Economic Development Team remains committed to providing helpful resources and information to assist our business community.

To date, the City of Anaheim, and its resource partners, are providing businesses with loan and grant resources, marketing opportunities, and webinar trainings to assist and support small businesses affected by coronavirus.



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TAX AND FEE ADMINISTRATION



FACEBOOK  
for Business



## Tax Extensions for Business Taxpayers

### Internal Revenue Service Employee Retention Tax Credit

The IRS has announced the Employee Retention Tax Credit. The new tax credit is a 50% tax credit for the first \$10,000 of compensation, including the employer portion of health benefits, for each eligible employee. Compensation does not include paid sick or family leave for which the employer is reimbursed under the Families First Coronavirus Response Act. The credit only applies to wages paid after March 12, 2020 and before January 2021. Employers, including nonprofits carrying a trade or business in 2020 that has been partially or fully suspended due to coronavirus or experience a decline in gross receipts by more than 50% in a quarter compared to the same quarter in 2019 (eligibility ends when gross receipts in a quarter exceed 80% compared to the same 2019 quarter). The IRS has also extended tax filings until July 15. Find a Guide to the Employee Retention Tax Credit from the U.S. Chamber of Commerce [here](#).

### California Department of Tax and Fee Administration Taxes

The California Department of Tax and Fee Administration (CDTFA) announced all small businesses have an additional three months to file returns and pay taxes administered by the department. All businesses have an extra 60 days to file refund claims or appeal a CDTFA decision to the Office of Tax Appeals. CDTFA is providing a three-month extension for a tax return or tax payment to any businesses filing a return for less than \$1 million in tax. Effective April 2, 2020, small-business taxpayers with less than \$5 million in taxable annual sales, can take advantage of a 12-month, interest-free, payment plan for up to \$50,000 of sales and use tax liability. Payment plan requests can be made through the CDTFA's online portal. Find more information [here](#).

### Employment Development Department Payroll Taxes

The California Employment Development Department is offering businesses directly affected by coronavirus up to a 60-day extension to file their state payroll reports and deposit state payroll taxes without penalty or interest, upon request. When you file, you must include the impact of coronavirus in your written request for the extension. Your request must be received within 60 days from the original past-due date of the payment or return.

### Orange County Treasurer-Tax Collector Property Tax Penalty Cancellation

Any taxpayer may request cancellation of a penalty assessed on a secured or unsecured property, either in writing, or by submitting a completed and signed Penalty Cancellation Request Form. If you have been directly impacted by coronavirus and did not pay your property taxes by April 10, you will have your penalties cancelled. These taxpayers need to complete the COVID-19 Penalty Cancellation requests by June 30. The Office of the Treasurer-Tax Collector attempts to respond to all requests within 60 days. Find more information [here](#).

## Business Loans and Grants

### Federal

**The Coronavirus Aid, Relief, and Economic Security (CARES) Act:** The federal government approved a \$2 trillion coronavirus response bill intended to speed relief across the American economy. The Coronavirus Aid, Relief, and Economic Security (CARES) Act is the third aid package from Congress and is meant to keep businesses and individuals afloat during an unprecedented freeze on our economy. Below is a summary of the CARES Act's small business provisions and loan programs, which the Small Business Administration (SBA) is overseeing:

**Paycheck Protection Program:** The Paycheck Protection Program is a loan designed to provide a direct incentive for small businesses to keep their workers on the payroll. SBA will forgive loans if all employees are kept on the payroll for eight weeks and the money is used for payroll, rent, mortgage interest, or utilities. The Paycheck Protection Program provides a loan of up to \$10 million and is available through June 30, 2020. This program is open until June 30, 2020 but it is advised borrowers apply as soon as possible given the loan cap on the program. Find more information [here](#).

**Small Business Debt Relief Program:** This program will provide immediate relief to small businesses with non-disaster SBA loans, in particular 7(a), 504, and microloans. Under it, SBA will cover all loan payments on these SBA loans, including principal, interest, and fees, prior to September 27, 2020. This relief will also be available to new borrowers who take out loans prior to September 27, 2020. Find more information [here](#).

**Economic Injury Disaster Loans & Emergency Advance:** The Economic Injury Disaster Loan (EIDL) provides vital economic support to small businesses to help overcome the temporary loss of revenue. Eligible businesses can receive up to a \$2 million loan under this program. These loans provide an emergency advance of up to \$10,000 to small businesses and private non-profits harmed by coronavirus within three days of applying for a SBA EIDL. To access the advance, you must first apply for an EIDL and then request the advance. The advance does not need to be repaid under any circumstance, and may be used to keep employees on payroll, to pay for sick leave, meet increased production costs due to supply chain disruptions, or pay business obligations, including debts, rent and mortgage payments. Find more information [here](#).

To prepare yourself and understand what you are eligible for, please see the [US Chamber of Commerce's Coronavirus Emergency Loans Small Business Guide and Checklist](#).

**Capital Loans:** SBA works with lenders to provide loans to small businesses. The agency doesn't lend money directly to small business owners but sets guidelines for loans made by its partnering lenders, community development organizations, which makes it easier for small

businesses to get loans. Loans guaranteed by the SBA range from small to large (\$500 to \$5.5 million) and can be used for most business purposes, including long-term fixed assets and operating capital. Lenders will provide each application information on the loan eligibility requirements. Find a lender [here](#).

**Federal Grant Resources:** The Governor's Office of Planning and Research developed a federal grant resources webpage that provides information on how to learn about and apply for federal grants. Find more information [here](#).

## State

**Disaster Relief Loan Guarantee Program:** California's Infrastructure and Economic Development Bank (IBank) is issuing loan guarantees of up to 95% of the loan through its partner Financial Development Corporations. This program will help lenders and small businesses by providing loan guarantees of up to \$1 million for small business borrowers in declared disaster areas. Eligible small business applicants must be located in California with 1-750 employees. Apply online [here](#).

**Jump Start Loan Program:** California IBank is offering loans from \$500 to \$10,000 to low-wealth entrepreneurs with a business located in the declared disaster and emergency areas. This loan has a term of up to 5 years and funds can be used for start-up costs, property, machinery or equipment, inventory, and tenant improvements. Apply online [here](#).

**California Capital Access Program:** Office of the California State Treasurer is offering a small business loan program with special disaster assistance. Find a participating lending institution [here](#).

**C-19 Emergency Relief Working Capital Loan:** CDC Small Business Finance is offering working capital emergency loans from \$20,000 to \$150,000 for California businesses. These loans can be used to cover payroll, rent or mortgage, utilities, insurance and more. This loan will accrue interest for the first six months only and has a variable rate of 2.75-6%. Applicants will hear if they are approved for this loan in 48 hours. Apply [here](#).

**C-19 Emergency Relief Microloan:** CDC Small Business Finance is offering emergency relief microloans up to \$50,000 available only to California businesses. There is no payment requirement for the first 90 days of this loan. Apply [here](#).

## Local

**Anaheim Small-Business Microloan Program:** The City of Anaheim remains committed to the economic wellbeing of our business community including the many small businesses that have temporarily shifted operations for the safety of the community. In partnership with the Orange County/Inland Empire Small Business Development Center, the City of Anaheim has established the Anaheim Small-Business Microloan program for qualified, small businesses located in Anaheim. The program supports small businesses experiencing significant financial

loss resulting from the coronavirus, strengthens small-business enterprise and promotes job creation and retention. Loan details include:

- Eligibility limited to microbusiness (one to five full-time equivalent employees)
- Up to \$10,000 microloan
- Total funding available for an estimated 125 small businesses (based on \$10,000 per microloan)
- Loans awarded through a randomized lottery system of all eligible applicants, conducted after the application window closes
- Funds can be used for retention of employees, creation of jobs or for working capital for operational costs (for example, rent, utility payments, etc.)
- Annual 2% simple interest rate
- Two-year loan term, no penalty for early repayment, additional 1-year term extension possible
- Payments deferred for up to 12 months
- Full loan forgiveness if the borrower retains, rehires and/or creates and hires a full-time equivalent job for a continuous six months during the first 12 months of the loan

The program launches on Wednesday, May 20 with informational webinars to guide applicants through the application requirements and commonly asked questions. The webinars will be offered in multiple languages, including English, Spanish, Arabic and Vietnamese with a pre-registration link that will be available on the loans webpage and emailed to the interest list. Applications will go live on Thursday, May 21 at 9 a.m. and close on Friday, May 22 at 5 p.m. Email us at [economicdevelopment@anaheim.net](mailto:economicdevelopment@anaheim.net) to be added to the interest list and receive the webinar registration link and application instructions.

## **Private Sector**

The availability of loans and grants changes regularly. Visit the Anaheim Economic Development Team's Business Loans and Grants [webpage](#) for the latest information on loan and grant opportunities.

## Employer Assistance

### Furloughs, and Layoffs

**Rapid Response:** Anaheim Workforce Connection (AWC) understands that under these unique circumstances, layoffs may be unavoidable. AWC is equipped to help companies deal with the effects of layoffs and closures through the Rapid Response program, which provides immediate assistance to companies and their affected employees. Rapid Response offers transition services to employees, including: assistance with accessing Unemployment Insurance, job search assistance, and other transitional services to support employees. In addition, the Rapid Response team can assist companies with issuing a Worker Adjustment Retraining Notification (WARN) notification, which is mandated. Find more information [here](#).



## Utilities

**Anaheim Public Utilities – Water and Energy:** If you are experiencing financial hardship due to a loss of employment or other circumstances, contact Anaheim Public Utilities at (714) 765-3300 to help you with programs and resources such as bill deferrals, [income qualified discounts](#), emergency assistance, [medical allowances](#), fee waivers, and limiting disconnections.

**Republic Services – Trash and Recycling:** Trash collection continues as regularly scheduled, however, Republic Services has modified its practices to account for a surge in residential waste volume. Modified services include: suspending yard and/or bulk pickups to prioritize residential collection, and only collecting trash and recycling contained in carts. Find more information [here](#).

**SoCalGas – Natural Gas:** SoCalGas has taken several steps to help customers experiencing hardship due to coronavirus, including: waiving late payment fees for small business customers and suspending service disconnections until further notice. This means no customer will have their natural gas turned off due to non-payment. Find more information [here](#).

## Anaheim Economic Recovery Plan

On March 25, Anaheim City Council approved an economic recovery plan that allocates up to \$15 million in funds to help seniors, the homeless, needy families and to promote business and the return of tourism and conventions, when the time is right. The plan, brought forth by Mayor Harry Sidhu, calls for up to \$8 million in community spending and \$7 million to support businesses and tourism.

### Community

Under the plan, \$6 million is available to Anaheim's city manager to support programs to address homelessness, support the city's rental-assistance programs and to continue to fund city services for residents as needed.

\$2 million was granted to the Anaheim Community Foundation to provide direct assistance to seniors, needy families and others by funding nonprofits that serve Anaheim.

### Tourism and Business

The plan calls for spending up to \$6.5 million from the Anaheim Convention Center to support Visit Anaheim, which markets Anaheim to tourists, conventions, conferences and other events. The city will spend \$500,000 to encourage dining, shopping and buying at Anaheim businesses as part of a go local campaign.

Hotels, many of which have temporarily closed or are seeing fewer guests, are permitted to defer any fines, penalties or enforcement if they are unable to pay hotel-stay tax for 90 days. Businesses pursuing projects in the city will see extended deadlines and deferred, reduced or waived fees, streamlined plan checks and other regulatory relief. You can read a fact sheet on the plan [here](#). Read the announcement [here](#).

### Temporary Moratorium on Residential and Commercial Evictions

On March 24, Anaheim City Council approved an emergency moratorium on [residential](#) and [commercial](#) evictions for those impacted by the coronavirus outbreak. As an urgency ordinance, the moratorium takes effect immediately and goes through May 31, 2020, with options for extensions by the City Council. The ordinance prohibits landlords from evicting residential renters and business tenants who are unable to pay rent due to loss of work, reduced income or health reasons related to coronavirus.

Prevents eviction for:

- Falling sick from coronavirus, also referred to as COVID-19
- Caring for a family member who is sick
- Layoff from work, loss of hours or income from coronavirus shutdowns or modifications
- Compliance with California's stay-at-home order for nonessential jobs and workplaces
- Medical self-isolation
- Missing work to care for children

Tenants can qualify for a delay in rent payments under Anaheim's ordinance. Tenants must take steps to notify the landlord before the day rent is due in order to gain the protections of the ordinance. Residential tenants can use [this form](#) to provide written notification to landlord of loss of income related to COVID-19 in compliance with Anaheim Ordinance No. 6482. Business tenants can use [this form](#) to provide written notification to landlord of loss of income related to COVID-19 in compliance with Anaheim Ordinance No. 6482. **This notification must be provided to the landlord or the landlord's authorized agent before the day rent is due. Both residential and commercial tenants are strongly encouraged to pay what rent they can in order to avoid falling too far behind on rent payments.**

Tenants who qualify would have 120 days after the expiration of the ordinance to pay back any rent they owe. The repayment plan would either be by agreement between the tenant and landlord or a default plan of four equal monthly payments.

You can read a fact sheet on the measure in English and Spanish [here](#). You can read the ordinance presented to City Council [here](#). For more information, go to the [Eviction Protection Program FAQs on the City's webpage](#).

## Marketing Resources

Anaheim's Economic Development Team remains committed to promoting the unique businesses that call Anaheim home. The team is promoting local businesses on social media with the "Bring It Home, Anaheim" to promote online services, deliveries, take-out and more. Connect with Anaheim's Economic Development Team on [LinkedIn](#) or [Instagram](#), @anaheimedt, and read more under Anaheim Marketing Resources to support your local business community.

Below are some recommended ways to further promote your business.

- Connect with Anaheim's Economic Development Team on [Instagram](#) and [LinkedIn](#) and share your business's story, services, special takeout deals, drive-thru capabilities, delivery services and more.
- Use social media to communicate openly with customers about the status of your operations, protective measures implemented and how customers will be protected when they visit your business.
- Use this time to introduce your products and services to online customers! If you don't already have one, create a social media page to drive online customer traffic to your business. Connect with one of our [SCORE business mentors](#) today to create an online social media presence.
- [Anaheim Restaurant Guide](#): Visit Anaheim and the Anaheim Chamber of Commerce, have created a directory of local restaurants that remain open for locals. Anaheim restaurants can email [Kathleen@anaheimchamber.org](mailto:Kathleen@anaheimchamber.org) to be added to the list. View the Anaheim Restaurant Guide [here](#).

## **Bring It Home, Anaheim Campaign**

Anaheim's Economic Development Team recently introduced the "Bring It Home, Anaheim" campaign highlighting Anaheim businesses providing delivery, takeout, and curbside pick-up services. The team is promoting local businesses on social media with the tagline, "Bring It Home, Anaheim," to promote online services, deliveries, takeout and more. Connect with Anaheim's Economic Development Team on LinkedIn or Instagram, @anaheimedt.

Businesses can share posts and tag @AnahemEDT or use the #BringItHomeAnaheim to be featured on our social media pages.

We are encouraging the community to share their support of Anaheim business as well by ordering takeout or delivery from Anaheim's unique eateries and sharing their pictures or videos with the #BringItHomeAnaheim.

## **Anaheim Regulatory Relief**

### **Relaxed Parking Enforcement**

As all of Anaheim comes together to address coronavirus, we are relaxing some enforcement of parking violations, including street sweeping. The City will continue to enforce violations that pose a risk to public safety and health. Those include parking in front of fire hydrants, along red curbs, in disabled/handicap stalls without a placard, parking in alleys and in areas with road maintenance. We ask you to do your part and park responsibly, be courteous to others and be mindful of public safety.

Information on changes to parking enforcement can be found [here](#).

### **Relief for Full-Service Restaurants and Alcohol Retailers**

The City Manager recently approved regulatory relief to full-service restaurants that sell food and alcoholic beverages, as well as alcohol retailers, by permitting the sales of alcoholic beverages "to go" in conjunction with the purchase of food at restaurants. The order also extends the hours that retailers may sell alcoholic beverages to 2 a.m. and brings the City's policies into alignment with the California Department of Alcoholic Beverage Control's "Notice of Regulatory Relief." Find more information [here](#).

## Additional Resources

**[City of Anaheim Tracking Coronavirus Webpage](#):** The City of Anaheim is responding to the coronavirus outbreak. We have declared a local emergency to gain access to resources, while every department is taking part in our response to the outbreak. Find up-to-date information at [Anaheim.net/coronavirus](http://Anaheim.net/coronavirus). If you can't find the information you're looking for below, call us at (714) 765-4311.

**[Anaheim Coronavirus Business Resources Webpage](#):** Anaheim's Economic Development Team remains committed to providing helpful resources and information to assist our business community. Find latest updates and helpful links to federal, state and local information on business loans and grants, employer assistance, help for impact employees, marketing resources, workplace health and safety and more [here](#).

**SBA Live: EIDL and Paycheck Protection Q&A:** Hosted by SBA every day at 2 p.m. To subscribe for updates click [here](#).

**[Weekly Webinars](#):** Find free webinars hosted by our resource partners every week. Connect with fellow business professionals and entrepreneurs and explore resources online. Register for an upcoming webinar [here](#).

**[California Coronavirus Resources Website](#):** Get the latest updates on the state's response to coronavirus [here](#).

**[Governor's Office of Business and Economic Development Coronavirus Resource Website](#):** Find helpful information for employers, employees and all Californians as it relates to the coronavirus.

**Guidance on Essential Businesses:** On March 19, California issued a stay-at-home order for all but essential [critical infrastructure workers/businesses](#). See California's updated information broken down by industry and other categories [here](#).

**[Orange County Public Health](#):** Stay up to date with the most recent public health developments, advisories and guidelines for Orange County [here](#).

**[Manufacturing Resources](#):** California Manufacturing Technology Consulting (CMTC) has developed a resource webpage to help small- and medium-sized manufacturers plan, prepare, protect, and recover. Visit the webpage [here](#).

The federal and local government are looking for suppliers to provide production for critically needed supplies. Personal protective equipment is urgently needed for cities, states, healthcare workers, and other first responders. If you manufacture or can manufacture critically-needed supplies or components, please complete this form. CMTC is playing a vital role in coordinating local, state, and federal needs and matching those needs to suppliers that have the manufacturing capabilities and capacity to help. Find more information

The State created a medical supply contributions form for businesses and organizations that have resources to contribute, either for donation or purchase. Needed supplies include surgical masks, hand sanitizers, wipes, examination gloves, and more. Find more information [here](#).

**Technology Tools:** The Governor's Office of Business and Economic Development compiled a list of free or discounted technology small businesses can use. Find free or discounted technology tools for small businesses including productivity tools, internet access and computer, phone, and data protection [here](#).

**Insurance Information:** The Governor's Office of Business and Economic Development compiled a list of free or discounted technology small businesses can use. Find free or discounted technology tools for small businesses including productivity tools, internet access and computer, phone, and data protection [here](#).

## Frequently Asked Questions (FAQs)

### Employment: Employers and Displaced Workers

The California Employment Development Department has put together a webpage with general guidance as to what programs are available and what situations may be applicable to your circumstances. You are encouraged to apply for the program you believe best fits your needs and the EDD will determine your eligibility for benefits. View EDD's FAQs webpage [here](#).

### Funding and Other Relief

**Q. What can I find information business loans and grants I can apply for?**

**A.** For an updated list of available business loans and grants from local, state, and federal resources or private sector partners visit [www.anaheim.net/5470/Business-Loans-and-Grants](http://www.anaheim.net/5470/Business-Loans-and-Grants).

**Q. How do I get relief for utility payments?**

**A.** Contact Anaheim Public Utilities at (714) 765-3300 to help you with programs and resources such as bill deferrals, [income qualified discounts](#), emergency assistance, [medical allowances](#), fee waivers, and limiting disconnections.

### Public Health Guidelines

**Q. Who is the authority on Public Health guidelines for my business? Is it the county or state?**

**A.** Both. Track public health information from the California Department of Public Health at [cdph.ca.gov/covid19](http://cdph.ca.gov/covid19) and Orange Public Health Care Agency at [occovid19.ochealthinfo.com](http://occovid19.ochealthinfo.com). The Orange County Public Health Care Agency has established a call center to address questions from the public. If you have questions about what is happening in California, or how the virus is spread, please call (833) 426-6411.

**Q. What is the latest guidance for retail and food establishments?**

**A:** Guidance from the State of California can be found [here](#).

**Q. Are the county guidelines for social distancing the same as state guidelines?**

**A:** Yes, on March 19 California Governor Gavin Newsom issues a stay at home order except for essential businesses. To see if you qualify as an essential business click [here](#).

### Eviction Protection Program

**Q. What is the Eviction Protection Program?**

**A.** The City of Anaheim's Eviction Protection Program was created to prohibit landlords, until at least May 31, 2020, from evicting residential or commercial tenants who can't pay rent due to impacts from COVID-19.

**Q. When was the Eviction Protection Program established?**

**A.** On March 24, 2020, the Anaheim City Council adopted Ordinance No. 6482 to establish a temporary moratorium on evicting residential and commercial tenants unable to pay rent due to a loss of income caused by COVID-19. The ordinance was effective immediately and established the

**Q. Who is protected?**

**A.** This moratorium is applicable for residential and commercial tenants, as well as their subtenants, within the limits of the city of Anaheim only. All residential tenants living in any residential dwelling (including single- and multi-family homes, mobile homes, other structures lawfully used as a residential dwelling) are protected. All commercial tenants, such as a business or commercial enterprise renting or leasing a structure used for business purposes are also protected.

**Q. What wage loss reasons are covered?**

**A.** Residential Tenants: The loss of income must be related to the impacts of COVID-19 due to the following:

- o The tenant was/is sick with COVID-19
- o The tenant was/is caring for a household or family member who was/is sick with COVID-19
- o The tenant experienced a lay-off, loss of hours, or other income reduction resulting from COVID-19 or the state of emergency
- o The tenant complied with a recommendation from a government agency to stay home, self-quarantine, or avoid congregating with others during the state of emergency
- o The tenant had to miss work to care for a home-bound school-age child
- o The tenant was/is under medical self-isolation

Commercial Tenants: Loss of income due to the tenant's closure of, operating restrictions placed upon, or other loss of patronage of the tenant's business directly resulting from:

- o The owner, management personnel, or key employees of the business were/are sick with COVID-19 or caring for household or family members who were/are sick with COVID-19
- o The business experienced income reduction resulting from COVID-19 or the state of emergency
- o The business's compliance with a recommendation from a government agency to close, reduce service, or limit contact between members of the public and its personnel/employees
- o Key employee(s) of the business need to miss work to care for a home-bound school-age child

**Q. What is the tenant required to do?**

**A.** Both residential and commercial tenants would be required to:

- o Before the day rent is due, notify the landlord or the landlord's authorized agent in writing that the tenant has a covered reason for delayed payment. The city has posted sample forms on our website, for both residential and commercial tenants, the tenants may use to notify the landlord under the ordinance.



- Provide the landlord with verifiable documentation to support the assertion of a covered reason for delayed payment. Verifiable documentation includes: Any information, put in writing, that and landlord, through reasonable diligence, can verify to be factual. Examples of “verifiable document,” provided in the Governor’s Executive Order 37-20, include termination notices, payroll checks, pay stubs, bank statements, medical bills, or signed letters or statements from an employer or supervisor explaining the tenant’s changed financial circumstances.
- Pay the portion of rent that the tenant is able to pay.  
If a tenant complies with the requirements of this ordinance, a landlord shall not serve a notice pursuant to California Code of Civil Procedure sections 1161 and 1162, file or prosecute an unlawful detainer action based on a three-day pay or quit notice, or otherwise take steps to evict the tenant for nonpayment of rent.

**Q. The ordinance requires that tenants notify landlords “in writing.” Is an email OK?**

**A.** Yes, but make sure you send it to the proper email address, such as the one the landlord has given you or as set forth in your lease. You also might want to consider a “delivery receipt,” so that you can later prove proper delivery.

**Q. When must the tenant pay back rent?**

**A.** A tenant afforded eviction protection shall have up to 120 days after the expiration of this ordinance to pay its landlord unpaid rent. The terms of the repayment plan are to be agreed upon between the landlord and tenant, and may extend beyond the 120 days set forth in the ordinance. No late fees, costs or other penalties shall be assessed or due from the tenant based on the delay in paying rent as provided for in this ordinance.

**Q. What happens if the landlord moves forward with an eviction?**

**A.** The tenant may notify the landlord of the moratorium, and if the tenant has complied with the requirements, inform the landlord that an eviction is not appropriate at this time.

If the landlord continues to pursue an eviction, the tenant should consult with an attorney or otherwise take action to protect tenant’s rights under the ordinance.

If the landlord serves the tenant with an unlawful detainer action, a tenant impacted by COVID-19 may rely on the Governor’s Executive Order 37-20 to defend that action, and may also cite the city’s ordinance as a defense.

**Q. Who will help defend me when my landlord moves forward with an eviction?**

**A.** There are many attorneys and legal services that can assist in landlord-tenants disputes. You may have already worked with an attorney who can assist you. Make sure you use a trusted source, and preferably one with landlord/tenant experience.

Without endorsing any of these, following are resources you can contact for further information about pro bono or affordable legal assistance:

**The Public Law Center**

[www.publiclawcenter.org](http://www.publiclawcenter.org)

(714) 541-1010

**Community Legal Aid So Cal**

[www.communitylegalsocal.org](http://www.communitylegalsocal.org)

(714) 571-5200

**Orange County Bar Association**

[www.ocbar.org](http://www.ocbar.org) (Click “Need a Lawyer?” link)

(949) 440-6747 or (877) 257-4762

**Q. My landlord has a property manager. Can I notify the property manager under this ordinance?**

**A.** Probably, yes. The ordinance requires tenants to notify their landlords, who often use property managers as their authorized agents. If that is the case, then notifying the property manager should be sufficient. If you can notify both the property manager and the landlord, that would be recommended.

**Q. How does the Governor’s Executive Order impact the Anaheim ordinance?**

**A.** They are related, but approach evictions in different ways. Anaheim’s ordinance prohibits a landlord from evicting tenants impacted BY COVID-19 if the tenant takes certain steps to notify the landlord with verifiable documentation.

The Governor’s Executive Order comes into play if a landlord serves a tenant impacted by COVID-19 with an unlawful detainer action. Although the requirements of the executive order are slightly different, if a tenant is covered under the city’s ordinance, then it should provide a defense in any unlawful detainer action as well.

**Q. Who can I contact for more information?**

**A.** If you have questions or need additional information, please call (714) 765-4311 or [311request@anaheim.net](mailto:311request@anaheim.net). You can also submit your question via Anaheim Anytime at [Anaheim.net/anytime](http://Anaheim.net/anytime).

**Please visit the City of [Anaheim's Coronavirus Business Resources Webpage](#) for the latest business relief and assistance programs. The Anaheim Economic Development Team is committed to supporting our businesses during this critical time.**



**ECONOMIC DEVELOPMENT TEAM**

*Our Team. Your Business. Working Together.*