

OFFICE OF PRICE ADMINISTRATION
San Francisco Bay Defense-Rental Area
1355 Market Street
San Francisco 3, California

November 20, 1946

To all operators of hotels, rooming-houses and motor courts in
Defense-Rental Areas within the Northern California District.

By a recent amendment to the Rent Regulation for Hotels and Rooming-houses, it is provided that every establishment subject to this Regulation shall file a supplemental registration statement with the appropriate Area Rent Office on or before December 31, 1946.

Attached hereto is a copy of the supplemental registration statement form (DH-U-S) together with an instruction sheet, which should be carefully followed in filling out this form.

On the basis of the information furnished through this supplementary registration, the Director will classify each establishment as a transient hotel, residential hotel, rooming-house or motor court, and the provisions of the Rent Regulation applicable to such classification shall thereupon become applicable to the particular establishment.

If an establishment is presently known as a hotel in the community, contains more than 50 rooms and is used predominantly for transient occupancy, the provisions of the Regulation relating to transient hotels shall be applicable to such establishment unless it is otherwise classified. However, if such establishment fails to file the supplemental registration form on or before December 31, 1946 it shall thereupon be subject to the provisions of the Regulation relating to rooming-houses until otherwise classified by the Area Rent Director. All other establishments are subject to the provisions of the Regulation relating to rooming-houses until the form is filed and the establishment is otherwise classified.

It is requested that you will prepare this supplementary registration statement and return the form to the appropriate area rent office as soon as possible, but not later than December 31, 1946. As soon as the Director has reviewed this statement and has classified your establishment, your landlord's copy will be returned to you showing the classification.


Area Rent Director

GENERAL INSTRUCTIONS

1. Every landlord of a room or rooms located in a hotel, rooming house, boarding house, dormitory, residence club, motor court, tourist home, tourist court cabin, and of space rented in an auto camp or trailer camp must file this supplementary registration with the local Area Rent Office whose address appears at the top of Page 1. The term "room" as used herein means a room or rooms rented or offered for rent as a unit, or in the case of auto and trailer camps, the space and facilities ordinarily offered for a single rent.

2. Both copies of this supplementary registration must be filled in and both copies must be returned to the Area Rent Office whose address is stamped at the top of Page 1. You do not need to make extra copies for yourself as one copy of the statement will be returned to you by the Area Rent Office. On the copy which the Area Rent Office will return to you will be the classification into which your establishment has been placed. The classification of your establishment will be indicated in the upper right hand corner of the "landlord's copy."

3. Be careful to fill in all of the information called for on this form which applies to your establishment. Write plainly and be sure to sign the form in the lower right hand corner of Page 1. Incomplete, unreadable, or unsigned forms will be returned for proper completion.

4. This form must be filed as a supplement to the registration statement (Form DH-U, DH-1-D, DH-2-C, etc.) required under the Hotel and Rooming House Regulation and which states the maximum rent for all rooms rented

or offered for rent. If at the time of filing this form (DH-U-S) a registration statement has not been filed, both this form and form DH-U should be submitted together.

5. The following dwelling units are subject to the Rent Regulation for Transient Hotels, Residential Hotels, Rooming Houses, and Motor Courts as stated in Section 1(a) of the regulation as amended November 1, 1946:

- a. All housing accommodations in a transient hotel including rooms, suites of rooms, and apartments.
- b. All rooms or suites of rooms (excluding apartments) in residential hotels.
- c. All rooms in rooming houses.
- d. All rooms in motor courts.
- e. All accommodations now subject to the hotel regulation by reason of an order of the Rent Director previously entered under Section 1(e) of the regulation.

6. Under the amended regulation, only those establishments which contain more than 25 rooms will be classified as transient or residential hotels. An establishment has more than 25 rooms if it contains more than 25 individual rental units. Each individual dwelling unit whether a room, a suite of rooms, or an apartment, will be considered one room for the purpose of this count. All rooms in the establishment other than rental units, such as public rooms, kitchens, etc., shall be excluded from the count.

SPECIFIC INSTRUCTIONS

SECTION A

Fill in all six items in Section A. Report in Item 6 only the number of rental units subject to the Rent Regulation for Transient Hotels, Residential Hotels, Rooming Houses, and Motor Courts as set out in Item 5, General Instructions. Exclude all rental units subject to the housing regulation.

SECTION B

In making a determination under Section B, only those accommodations which are subject to the hotel regulation as explained above should be considered.

Items 1 and 2. In determining answers to Items 1 and 2, check the monthly and weekly rentings for each day in the quota month. (See definition of "quota month" below.) Include in each day's total any room which on that day was rented on a monthly or weekly basis, as the case may be. Insert in Item 1 the highest number of rooms rented on a monthly basis on any one day in the quota month. Insert in Item 2 the highest number of rooms rented on a weekly basis on any one day in the quota month.

Items 3 and 4. (These items should be filled in only if the establishment was not in operation during the "quota month.") In determining the answers to Items 3 and 4, check the monthly and weekly rentings for each day in June, 1946. Include in each day's total any room which on that day was rented on a monthly or weekly basis, as the case may be. Insert in Item 3 the highest number of rooms rented on a monthly basis on any one day in June, 1946. Insert in Item 4 the highest number of rooms rented on a weekly basis on any one day in June, 1946.

QUOTA MONTH - DEFINITION

"Quota month" as used in this form and specifically referred to in Items 1 and 2 of Section B means one of the following:

1. If the Maximum Rent Date for the Defense-Rental Area is March 1, 1942 or earlier, the "quota month" is the month ending June 30, 1942.

SECTION C

Item 1. Include in this item all units in the structure, containing a kitchen, kitchenette, etc., whether under the hotel regulation or housing regulation.

Item 2. Check "yes" or "no" to "a," "b," and "c," whether or not such facilities are owned and operated by the establishment.

SECTION D

Be sure to check "yes" or "no" opposite each of the 19 items in Section D. Check each of the items "yes" if such services, equipment, and privileges are included for any of the rooms even though such services, equipment, and privileges may not be available for all rooms rented. For example, if the establishment contains 500 rooms which are rented or offered for rent and only 65 of such rooms have ceiling fans (Item 15), a check should be placed in the "yes" column and not in the "no" column.

If any item is checked "no" but such service, equipment, or privilege was available to a tenant at an extra charge, indicate in the third column the amount of the extra charge made for supplying such service, equipment, or privilege.

Check Item 17 "yes" if any tenants share a kitchen or are permitted to use the kitchen facilities of the landlord.

In the unnumbered item of Section D list any services, equipment, or privileges which were available to the tenant of such room or rooms, and if an extra charge was made, state the amount of such extra charge.

2. If the Maximum Rent Date for the Defense-Rental Area is after March 1, 1942 but prior to July 1, 1943, the "quota month" is the month ending June 30, 1943.

3. If the Maximum Rent Date for the Defense-Rental Area is after July 1, 1943, the "quota month" is the 30 day period ending on the Maximum Rent Date.

UNITED STATES OF AMERICA
OFFICE OF PRICE ADMINISTRATION

**SUPPLEMENTARY REGISTRATION FOR
HOTELS, ROOMING HOUSES,
AND MOTOR COURTS**

NOTE: Read instructions on the reverse side.

STAMP OF ISSUING OFFICE

AREA OFFICE COPY

This Establishment classified as:

- TRANSIENT HOTEL
- RESIDENTIAL HOTEL
- ROOMING HOUSE
- MOTOR COURT

(Do not write above this line)

MAXIMUM RENT
DATE

SECTION A - IDENTIFICATION

1 NAME OF LANDLORD	4 NAME OF ESTABLISHMENT (If none, write "NONE")
2 LANDLORD'S STREET ADDRESS	5 STREET ADDRESS OF ESTABLISHMENT
3 CITY, POSTAL ZONE NUMBER, STATE	6 PRESENT TOTAL NUMBER OF ROOMS RENTED OR OFFERED FOR RENT (See Instructions, Section A.)
	NUMBER:

SECTION B - TERMS OF OCCUPANCY - WEEKLY AND MONTHLY

1 State the highest number of rooms rented at any one time for a monthly term during the quota month (See definition of "quota month" on reverse side).	NUMBER:	4 State the highest number of rooms rented at any one time for a weekly term during the month ending June 30, 1946.	NUMBER:
2 State the highest number of rooms rented at any one time for a weekly term during the quota month (See definition of "quota month" on reverse side).	NUMBER:	5 Has the landlord ever received an Order from the Rent Director requiring rooms to be rented on a weekly or monthly basis under Section 2(b) (8) of the Regulations?	YES <input type="checkbox"/> NO <input type="checkbox"/>
<i>Fill in Items 3 and 4 only if the establishment was not in operation during the quota month.</i>			
3 State the highest number of rooms rented at any one time for a monthly term during the month ending June 30, 1946.	NUMBER:	6 Has the landlord ever received an Order from the Rent Director relieving him from the requirement to rent rooms on a weekly or monthly basis?	YES <input type="checkbox"/> NO <input type="checkbox"/>

SECTION C - DINING ROOM, KITCHEN AND OTHER FACILITIES

1 Total number of units (rooms, suites, or apartments) containing a kitchen, pull-man kitchen or kitchenette.	NUMBER (If none, write "NONE")	2 Does this establishment now have:	YES	NO
		a. Restaurant or Dining Room	<input type="checkbox"/>	<input type="checkbox"/>
		b. Coffee Shop	<input type="checkbox"/>	<input type="checkbox"/>
		c. Cocktail Lounge or Bar	<input type="checkbox"/>	<input type="checkbox"/>

SECTION D - SERVICES, EQUIPMENT, AND PRIVILEGES

Check (✓) the services, equipment and privileges included in the rent during the 30 day period ending on the Maximum Rent Date, or if the establishment was not then renting rooms, the first date after the Maximum Rent Date when such rooms were first rented or offered for rent. If an extra charge was made for such services, etc., so indicate:

SERVICES, EQUIPMENT, ETC.	YES (✓)	NO (✓)	AMT. OF EXTRA CHARGE	SERVICES, EQUIPMENT, ETC.	YES (✓)	NO (✓)	AMT. OF EXTRA CHARGE
1 Central switchboard with individual connection to rooms				14 Air conditioning (individual rooms)			
2 Running water				15 Ceiling or other fans (individual rooms)			
3 Continuous hot water				16 Hot plate for cooking (individual rooms)			
4 Bell boy service				17 Kitchen privileges or shared kitchen			
5 Daily maid service				18 Laundry privileges			
6 Full linen service				19 Radio (individual control)			
7 Towels (daily)				List any other services, equipment and privileges which the establishment provided on the above mentioned date. Also list extra charges therefor, if any.			
8 Soap							
9 Electricity							
10 Lobby and desk							
11 Telephone privileges							
12 Partial maid service							
13 Partial linen service							

WARNING

A false statement on this form or an evasion or attempted evasion of the Rent Regulations may subject you to a \$5,000 fine or imprisonment for one year.

I HEREBY represent that all statements and entries made hereon are true and correct.

(Date)

(Signature of Landlord or his Agent)

GENERAL INSTRUCTIONS

1. Every landlord of a room or rooms located in a hotel, rooming house, boarding house, dormitory, residence club, motor court, tourist home, tourist court cabin, and of space rented in an auto camp or trailer camp must file this supplementary registration with the local Area Rent Office whose address appears at the top of Page 1. The term "room" as used herein means a room or rooms rented or offered for rent as a unit, or in the case of auto and trailer camps, the space and facilities ordinarily offered for a single rent.

2. Both copies of this supplementary registration must be filled in and both copies must be returned to the Area Rent Office whose address is stamped at the top of Page 1. You do not need to make extra copies for yourself as one copy of the statement will be returned to you by the Area Rent Office. On the copy which the Area Rent Office will return to you will be the classification into which your

establishment has been placed. The classification of your establishment will be indicated in the upper right hand corner of the "landlord's copy."

3. Be careful to fill in all of the information called for on this form which applies to your establishment. Write plainly and be sure to sign the form in the lower right hand corner of Page 1. Incomplete, unreadable, or unsigned forms will be returned for proper completion.

4. This form must be filed as a supplement to the registration statement (Form DH-U, DH-1-D, DH-2-C, etc.) required under the Hotel and Rooming House Regulation and which states the maximum rent for all rooms rented or offered for rent. If at the time of filing this form (DH-U-S) a registration statement has not been filed, both this form and form DH-U should be submitted together.

SPECIFIC INSTRUCTIONS

SECTION A

Fill in all six items in Section A. For Item 6 state only the number of rooms separately identified as such. For example, count as one room all groups of rooms, all rooms contained in suites and apartments when such groups of rooms, suites, and apartments are separately identified as such.

SECTION B

Item 1. Include in the total number of rooms rented on a monthly basis during the "quota month" all rooms which were rented on a monthly basis during any period of the "quota month." (See definition of "quota month" below.) For example, if the "quota month" for a particular establishment is the month of June 1942, and a particular room was rented on a monthly basis from May 3, 1942 until June 3, 1942, such room must be counted into the total number of rooms rented during the "quota month."

Item 2. Include in the total number of rooms rented on a weekly basis during the "quota month," all rooms which were rented on a weekly basis during any portion of the "quota month." (See definition of "quota month" below.) Count each room so rented only once even though the room may have been occupied by other tenants on a weekly basis during the quota month.

Item 3. (This item should be filled in only if the establishment was not in operation during the "quota month.") Include in the total number of rooms rented on a monthly basis during the month ending June 30, 1946 all rooms so rented. (See example given in Item 1 above.)

Item 4. (This item should be filled in only if the establishment was not in operation during the "quota month.") Include in the total number of rooms rented on a weekly basis during the month ending June 30, 1946 all rooms so rented. Count each room so rented only once

even though the room may have been occupied by other tenants on a weekly basis during the month ending June 30, 1946.

SECTION C

Item 1. In counting the number of units containing a kitchen, kitchenette, etc., count as a single unit a room, group of rooms, suite, or apartment which was so rented and so identified.

Item 2. Check "yes" or "no" to "a," "b," and "c," whether or not such facilities are owned and operated by the establishment.

SECTION D

Be sure to check "yes" or "no" opposite each of the 19 items in Section D. Check each of the items "yes" if such services, equipment, and privileges are included for any of the rooms even though such services, equipment, and privileges may not be available for all rooms rented. For example, if the establishment contains 500 rooms which are rented or offered for rent and only 65 of such rooms have ceiling fans (Item 15), a check should be placed in the "yes" column and not in the "no" column.

If any item is checked "no," but such service, equipment, or privilege was available to a tenant at an extra charge, indicate in the third column the amount of the extra charge made for supplying such service, equipment, or privilege.

Check Item 17 "yes" if any tenants share a kitchen or are permitted to use the kitchen facilities of the landlord.

In the unnumbered item of Section D list any services, equipment, or privileges which were available to the tenant of such room or rooms, and if an extra charge was made, state the amount of such extra charge.

QUOTA MONTH - DEFINITION

"Quota month" as used in this form and specifically referred to in Items 1 and 2 of Section B means one of the following:

1. If the Maximum Rent Date for the Defense-Rental Area is March 1, 1942 or earlier, the "quota month" is the month ending June 30, 1942.

2. If the Maximum Rent Date for the Defense-Rental Area is after March 1, 1942 but prior to July 1, 1943, the "quota month" is the month ending June 30, 1943.

3. If the Maximum Rent Date for the Defense-Rental Area is after July 1, 1943, the "quota month" is the 30 day period ending on the Maximum Rent Date.

LANDLORD'S COPY

UNITED STATES OF AMERICA
OFFICE OF PRICE ADMINISTRATION

The Rent Director has reviewed your supplementary registration and has classified your Establishment as checked (✓) below (For definition of classifications see the reverse side, Page 4):

SUPPLEMENTARY REGISTRATION FOR
HOTELS, ROOMING HOUSES,
AND MOTOR COURTS

- TRANSIENT HOTEL ROOMING HOUSE
 RESIDENTIAL HOTEL MOTOR COURT

NOTE: Read instructions on the reverse side.

SECTION A - IDENTIFICATION

1 NAME OF LANDLORD	4 NAME OF ESTABLISHMENT (If none, write "NONE")
2 LANDLORD'S STREET ADDRESS	5 STREET ADDRESS OF ESTABLISHMENT
3 CITY, POSTAL ZONE NUMBER, STATE	6 PRESENT TOTAL NUMBER OF ROOMS RENTED OR OFFERED FOR RENT (See Instructions, Section A.)

SECTION B - TERMS OF OCCUPANCY - WEEKLY AND MONTHLY

1 State the highest number of rooms rented at any one time for a monthly term during the quota month (See definition of "quota month" on reverse side).	NUMBER:	4 State the highest number of rooms rented at any one time for a weekly term during the month ending June 30, 1946.	NUMBER:
2 State the highest number of rooms rented at any one time for a weekly term during the quota month (See definition of "quota month" on reverse side).	NUMBER:	5 Has the landlord ever received an Order from the Rent Director requiring rooms to be rented on a weekly or monthly basis under Section 2(b) (8) of the Regulations?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Fill in Items 3 and 4 only if the establishment was not in operation during the quota month.		6 Has the landlord ever received an Order from the Rent Director relieving him from the requirement to rent rooms on a weekly or monthly basis?	YES <input type="checkbox"/> NO <input type="checkbox"/>
3 State the highest number of rooms rented at any one time for a monthly term during the month ending June 30, 1946.	NUMBER:		

SECTION C - DINING ROOM, KITCHEN AND OTHER FACILITIES

1 Total number of units (rooms, suites, or apartments) containing a kitchen, pull-man kitchen or kitchenette.	NUMBER (If none, write "NONE")	2 Does this establishment now have:	YES	NO
		a. Restaurant or Dining Room	<input type="checkbox"/>	<input type="checkbox"/>
		b. Coffee Shop	<input type="checkbox"/>	<input type="checkbox"/>
		c. Cocktail Lounge or Bar	<input type="checkbox"/>	<input type="checkbox"/>

SECTION D - SERVICES, EQUIPMENT, AND PRIVILEGES

Check (✓) the services, equipment and privileges included in the rent during the 30 day period ending on the Maximum Rent Date, or if the establishment was not then renting rooms, the first date after the Maximum Rent Date when such rooms were first rented or offered for rent. If an extra charge was made for such services, etc., so indicate:

SERVICES, EQUIPMENT, ETC.	YES (✓)	NO (✓)	AMT. OF EXTRA CHARGE	SERVICES, EQUIPMENT, ETC.	YES (✓)	NO (✓)	AMT. OF EXTRA CHARGE
1 Central switchboard with individual connection to rooms				14 Air conditioning (individual rooms)			
2 Running water				15 Ceiling or other fans (individual rooms)			
3 Continuous hot water				16 Hot plate for cooking (individual rooms)			
4 Bell boy service				17 Kitchen privileges or shared kitchen			
5 Daily maid service				18 Laundry privileges			
6 Full linen service				19 Radio (individual control)			
7 Towels (daily)				List any other services, equipment and privileges which the establishment provided on the above mentioned date. Also list extra charges therefor, if any.			
8 Soap							
9 Electricity							
10 Lobby and desk							
11 Telephone privileges							
12 Partial maid service							
13 Partial linen service							

WARNING

A false statement on this form or an evasion or attempted evasion of the Rent Regulations may subject you to a \$5,000 fine or imprisonment for one year.

I HEREBY represent that all statements and entries made hereon are true and correct.

(Date)

(Signature of Landlord or his Agent)

**DEFINITIONS OF ESTABLISHMENTS DISTINGUISHED
BY THE RENT REGULATION FOR
HOTELS, ROOMING HOUSES, AND MOTOR COURTS**

TRANSIENT HOTELS

A transient hotel is an establishment which (a) is customarily known as a hotel in the community, (b) contains more than 25 rooms, (c) provides services customarily supplied by transient hotels, and (d) had less than 50 per cent of its accommodations occupied by permanent guests (on monthly or weekly basis) during the quota month, or if the establishment was not in operation during the quota month, during the month of June 1946.

RESIDENTIAL HOTELS

A residential hotel is an establishment which (a) is customarily known as a hotel in the community, (b) contains more than 25 rooms, (c) provides services customarily supplied by residential hotels, and (d) had 50 per cent or more of its accommodations occupied by permanent guests (on monthly or weekly basis) during the quota month, or if the establishment was not in operation during the quota month, during the month of June 1946.

ROOMING HOUSES

A rooming house means, in addition to its customary usage, a building or portion of a building other than a hotel or motor court in which a furnished room or rooms not constituting an apartment are rented on a short term basis of daily, weekly, or monthly occupancy to more than two paying tenants, not members of the landlord's immediate family. The term includes boarding houses, dormitories, trailers, residence clubs, and all other establishments of a similar nature.

MOTOR COURTS

A motor court is an establishment renting rooms, cottages, or cabins; supplying parking or storage facilities for motor vehicles in connection with such renting and other services and facilities customarily supplied by such establishments; and commonly known as a motor, auto or tourist court in the community.

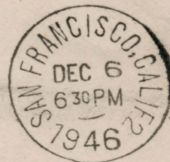
OFFICE OF PRICE ADMINISTRATION

SAN FRANCISCO DISTRICT OFFICE

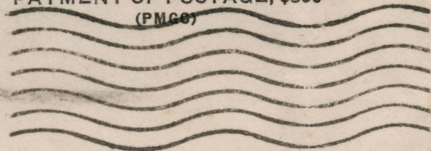
1355 Market St., Rm. ~~263~~ 366

San Francisco 3, California

OFFICIAL BUSINESS



PENALTY FOR PRIVATE USE TO AVOID
PAYMENT OF POSTAGE, \$300
(PMG)



Operator
1661 Post Street
City