

WARREN HOUSING AUTHORITY

HOUSING CHOICE VOUCHER PROGRAM

RENT INCREASE REQUEST FORM

RENT INCREASE PROCESS:

1. Owner/Property Manager submits Rent Increase Request to Warren Housing Authority
2. Warren Housing Authority determines rent reasonableness using Nelrod Rent Reasonableness
3. Warren Housing Authority notifies Owner/Property Manager and tenant in writing of approval or denial of rent increase.
4. **IF APPROVED:** Warren Housing Authority will make rent increase effective for 1st of the month following **150 days from WHA's receipt of the request.**
5. **IF DENIED:** Warren Housing Authority will advise the Owner/Property Manager on the reasonable rent for the unit and allow the landlord to resubmit a modified Rent Increase Request.
6. A Notice of Rent Adjustment will be sent to the Participant and Owner/Property Manager notifying both parties of the effective date and new Tenant Rent and HAP amounts.

Warren Housing Authority (WHA) strives to provide safe, decent, and sanitary housing conditions for very low-income families. Warren Housing Authority encourages landlords to seek fair market rents to allow for reinvestment in subsidized property and to continue to abide by Housing Quality Standards.

Owner / Property Manager Name

I hereby request a rent increase for _____ for the property located at

Tenant Name

_____ in the contract rent amount of \$_____.

Address

amount

OWNER'S CERTIFICATIONS

Non-Subsidized Units

The program regulation requires WHA to certify that the rent charged to the housing choice voucher tenant is not more than the rent charged for other unassisted comparable units.

Restrictions on Leasing to Relatives

The owner (including a principal or other interested party) is not the parent, child, grandparent, grandchild, sister or brother of any member of the family.

WARREN HOUSING AUTHORITY

Tenant Non-payment of Rent

It is the Landlord's obligation to collect a tenant's monthly rent. Failure to ensure the collection of Tenant rent is a breach of the Owner's obligation to Warren Housing Authority. **24 CFR 983.353**

Please be advised, Tenant Non-Payment of rent **must** be reported in writing to Warren Housing Authority within 10 days of rent being delinquent. Tenant Non-Payment of Rent is considered a Lease Violation and breach of Family Obligation to both the Warren Housing Authority and Landlord.

Please contact the Housing Choice Voucher Program at 401-245-7019 option 4, with any questions or concerns.

Owner / Property Manager Signature: _____

Date: _____

OFFICE USE ONLY

Received by: _____

Recommended Reasonable Rent: \$ _____

☐ Approved

Effective date of Increase: _____

☐ Denied RR Notice mailed: _____

