

Joseph L. Smith
Chairman, Board of Commissioners

Janet Abrahams
Executive Director



HOUSING AUTHORITY OF BALTIMORE CITY
HOUSING CHOICE VOUCHER PROGRAM
1225 West Pratt Street, Baltimore, Maryland 21223
443-984-3364 (Phone) 410-361-9616 (Facsimile)

RENT ADJUSTMENT REQUEST FORM

Rent Reasonableness: Code of Federal Regulations 574.320 (a) (3): The rent charged for a Section-8 assisted unit must be reasonable in relation to rents currently being charged for comparable units in the private unassisted market and must not be in excess of rents currently being charged by the owner for comparable unassisted units.

Note: If approved, Adjustments become effective 60 to 90 days from date of receipt.

Please Print Below

OWNER/MANAGING AGENT NAME INFORMATION	TENANT INFORMATION
NAME:	NAME:
ADDRESS:	ADDRESS:
City:	City:
State:	State:
Zip Code:	Zip Code:
E-MAIL ADDRESS:	PHONE :
PHONE:	CURRENT CONTRACT RENT: \$
FACSIMILE:	REQUESTED CONTRACT RENT: \$

I understand that the Current Contract Rent being charged is still in effect until such time that I am notified, in writing, of the reasonable rent evaluation results. Until such time, the tenant cannot pay a rental amount other than the amount currently approved and in effect.

As the owner, I am aware that I am not permitted to live in the unit while I am receiving housing assistance payments. Are you the parent, legal guardian, child, grandparent, sister, brother, stepparent or stepchild of any member of the tenant family? Yes No

Print Name: _____ **Phone Number** _____

Signature: _____ **Date:** _____ Owner Agent Manager

ALL MULTI-FAMILY DEVELOPMENTS MUST SUBMIT A CURRENT RENT ROLL. PROPERTIES CLASSIFIED AS "TAX CREDIT" MUST ALSO SUBMIT A COPY OF A RENT APPROVAL LETTER FROM THE APPROVING AGENCY i.e. HUD, DHCD, CDC, HOME PROGRAM OR LIHTC.

In 2005, Housing Authorities nationwide experienced significant budget cuts that permanently decreased program-funding levels. In response, HABC-Housing Choice Voucher Program has updated its rent increase policy to reflect our new financial environment. The policy limits the amount approved for rent increases using the published U.S. Bureau of Labor Statistics, Consumer Price Index for rental housing in the Baltimore area.

STAFF USE ONLY

Integrity Receipt Date: _____ **Received By:** Mail Fax E-mail Hand-Delivered

Receipt Confirmation to Owner/Agent: _____ **Integrity Staff:** _____
Date Name