



## RENT INCREASE REQUEST FORM

Owner Name: \_\_\_\_\_ Vendor ID: \_\_\_\_\_

Contract Renewal Date: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner City, State, Zip: \_\_\_\_\_

Tenant Name: \_\_\_\_\_ Tenant ID: \_\_\_\_\_

Unit Address: \_\_\_\_\_

Unit City, State, Zip: \_\_\_\_\_

Each year, at the time of tenant reexamination, owners participating in the Housing Choice Voucher program may request an increase in their contract rent. To make a request, this form must be completed and submitted to the Housing Choice Voucher Program Office at least 90 days prior to the tenant reexamination effective date.

Prior to approval of any rent increase, the unit must have a "pass" rating on the most recent HQS inspection, and the rent must be determined reasonable to assure that rent charged for the unit is comparable with other unassisted units of similar type (24 CFR 982.507). **Please note:** If HANO determines that your current contract rent is higher than the Reasonable Rent, your rent may decrease.

### To be Completed by Owner/Agent

Has the responsibility for the utilities been changed during the past year? ☐ Yes ☐ No

If yes, when (mm/dd/yy)? \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Which utility(ies)/fuel type?: \_\_\_\_\_

What is the proposed new rent for the specified unit and tenant? \$ \_\_\_\_\_

By executing this request, the owner certifies that the unit is in decent, safe and sanitary condition and that he/she is in compliance with the terms and conditions of the lease.

Owner/Agent's Name and Signature \_\_\_\_\_

Date \_\_\_\_\_

Daytime Telephone Number \_\_\_\_\_

Tenant acknowledgement: I have reviewed this form and the information is accurate. I am aware of the increase in rent the owner has requested and that this request may result in an increase in my portion of the rent.

Tenant's Signature \_\_\_\_\_

Date \_\_\_\_\_

Daytime Telephone Number \_\_\_\_\_

**Return this completed form and the to HANO Housing Choice Voucher Program Office.**

4100 Touro Street • New Orleans LA 70122 • (504) 670-3300 • Fax (504) 286-8797  
The Housing Authority of New Orleans is an Equal Opportunity Employer



The Housing Authority of New Orleans is a proud proponent of equal housing opportunity. The Housing Authority of New Orleans offers equal opportunity to all persons to live in available housing facilities regardless of race, sex, color, religion, national origin, disability, familial status, sexual orientation, age, marital status, or gender identity or expression, and, to that end, to prohibit discrimination in housing by any person.