



Landlord Rental Increase Request

A request for rent increase must comply with all of the following requirements before the Indianapolis Housing Agency can approve your request.

- IHA has a maximum rent increase policy not to exceed 5% of the Agency's Average Per-Unit Cost, which is based on the prior year's estimated rent cost. **The amount for 2010 is \$27.00/month.**
- No rent increases can occur during the first 12 months of a new contract.
- Only one request per unit will be processed by this agency during any 12 month period.
- This form must be submitted no less than 60 days **prior** to the contract anniversary date.
- The amount of your request cannot exceed the rents for comparable unassisted units in the same neighborhood of your unit. Ref: 24CFR 982.507(4)

Note to Landlord: A rent reasonableness test will be conducted. If the results of this test indicate that your current contract rent should be reduced, IHA HCVP is required to reduce the rent accordingly.

- For multi-family apartment building or complex having 3 or more units under the Building Rent Program, you must submit your current rent schedule.
- The tenant must sign this form, verifying they will sign the amended lease for the rent you seek
Note to Tenant: Your monthly portion may increase by some or all of the approved rent increase amount.
- If the increase is approved, you will be sent a rental change notice.

Address of Unit: _____

Current Contract Rent: \$ _____ per month, lease ending on _____

Square Footage of unit: _____

Number of bedrooms: _____

Approximate year unit was built: _____

Proposed Rent Increase: \$ _____ per month.

Landlord:

Name: _____ E-mail: _____
(Please Print)

Signature: _____ Date: _____

Telephone Number: _____ Fax: _____

Tenant:

Name: _____ Client #: _____
(Please Print)

Signature: _____ Date: _____

Telephone Number: _____