West Virginia Housing Development Fund

REQUEST FOR RENT ADJUSTMENT

Project Name: _____ Owner Name: _____
Project Address: _____ Owner Address: _____
County: _____ Date of Request: _____

Unit Type/ # of Bedrooms	Number of Units	Current Tenant Paid Rent	Current Utility Allowance	Total Current Rent	Requested Rent	Requested Utility Allowance	Total Requested Rent
Group Home							
SRO's							
Efficiency							
1 Bedroom							
2 Bedroom							
3 Bedroom							
4 Bedroom							

Tenant Paid Utilities (Check All That Apply)

☐ Electric ☐ Gas ☐ Water ☐ Sewage ☐ Garbage ☐ Fire Fees

☐ Other(s) (Specify)

Proposed/Requested Effective Date of Rent Increase _____

Owners Certification:

I certify that all the information submitted as part of this form is accurate and agree to accept the affordability restrictions as posed by 24 CFR Part 92.252. I further agree to provide all tenants with a 30-day written notice prior to implementing a rent-increase as proposed, upon final written approval by the West Virginia Housing Development Fund.

30-day notice to tenants must be given prior to implementing any rent adjustment.

_____ _____
Owner's Signature and Title Date

For Use of the West Virginia Housing Development Fund Only

☐ Rent Increase Approved ☐ Rent Increase Denied _____

☐ Utility Increase Approved ☐ Utility Increase Denied _____

Notes: _____

_____

_____ _____
West Virginia Housing Development Fund Authorized Signature and Title Date

Effective Date of Rent Increase: _____