

## PBV RENT INCREASE PROCEDURES



The request for a rent increase is based on the anniversary date of the PBV Housing Assistance Payments (HAP) Contract.

The request is to be submitted 60 days prior to the anniversary date of the HAP contract by submitting a Rent Increase form to the Inspections Supervisor, Ruben Renteria at [rrenteria@fwhs.org](mailto:rrenteria@fwhs.org).

FWHS will conduct a rent reasonable survey for the property and will include the request with the HAP Contract each year an increase is requested.

If the rent amount is not rent reasonable a denial notice will be sent to the landlord.

If the rent is reasonable, the Inspections Department will notify the PBV Counselor of the new rent amount. The PBV counselor will make the change for each PBV resident of the property for which the increase was approved effective for the next month after the PBV contract anniversary date.

The PBV counselor will provide both the property and the tenant a Rent Change Notice reflecting the new rent amount and effective date.

Due to PBV regulations of only paying 30% of their income, the resident's rent should not change as a result of the rent increase unless there is a change in the Utility Allowance.

