

OKLAHOMA HOUSING FINANCE AGENCY

Rent Increase Request Form - One Address Per Request Form Only

I, _____, request a rent increase for my rental unit
Name of Landlord, Complex or Management Co.

located at _____
Unit Address Apt # City Zip Code

Occupied by _____
Tenant's Full Legal Name

Current rent: \$ _____ New rent: \$ _____ Proposed Effective Date: _____

Please state the reason for the rent increase: _____

Has the Responsibility of the Utilities and/or Appliances Changed since contract signing?

If **yes**, complete this form providing what has/will change. Date change occurred/will occur: _____.

- OHFA **will not** approve a rent increase where the requested effective date is during the initial term of the contract or during the term of a renewal lease. **(If the landlord offers the tenant a new lease and the tenant accepts, the landlord must send OHFA a copy of the new signed lease).**
- OHFA **must** receive the rent increase at least 60 days, or no more than 120 days in advance of the proposed effective date. **To prevent delays, please submit your request within 90-120 days of your proposed effective dates to allow for timely processing.**
- OHFA **will not** approve a rent increase unless failed items identified by the most recent HQS have been corrected.

Landlord Signature _____ Date _____

Phone # _____ Email Address: _____

Unit Information (ALL INFORMATION MUST BE COMPLETED - Circle all that applies)

Type of Unit:

Year Built: _____ Square Footage: _____ Tax Credit Unit?

Number of Bedrooms: _____ Number of Bathrooms _____ Parking Provided:

Appliances Provided by OWNER: Garbage Disposal Stove Dishwasher Microwave Refrigerator
Washer Dryer Washer/Dryer Hookups None

Utilities Paid by Owner: Gas Electric Propane Water Sewer Trash Well Septic None

Utilities Paid by Tenant!: Gas Electric Propane Water Sewer Trash Well Septic None

Air Conditioning:

Type of Heating:

Other Amenities: Onsite Laundry Lawn Care Pest Control Ceiling Fans Fenced Yard
Gated Access Security System Balcony Patio Equipped for Hearing Impaired Pool
Sight Impaired Handicap Access 55+ (Age Restricted) Cable

Missing, inaccurate, or incomplete information may cause processing delays. Ensure data is accurate and complete.