



Clermont Metropolitan Housing Authority

65 South Market Street | Batavia, Ohio 45103

513.732.6010 | Fax 513.732.6520

www.clermontmha.org

Rent Review Request Form

Rent Increase Guidelines

Rent adjustments will be effective the 1st of the month following 60 days after PHA's receipt of the owner's request or on the date specified by the owner, whichever is later. The owner will not be able to submit another rent adjustment request for 12 months since the last rent adjustment submission. CMHA will not retain copies of rent adjustment requests that are submitted early by the owner. Rent increases will not be approved unless any failed items identified by the most recent HQS inspection have been corrected.

The PHA may request owners to provide information about the rents charged for other units on the premises. In evaluating the proposed rents in comparison to other units on the premises the PHA will consider unit size and length of tenancy in other units. The PHA will determine whether the requested increase is reasonable within 10 business days of receiving the request from the owner. The owner will be notified of the determination in writing.

Owners may submit their request to Becky Richardson, HCV Coordinator, via email to brichardson@clermontmha.org, mail to the above address or fax to 513-732-0851 or 513-732-6520.

Tenant Name: _____

Tenant Address: _____

Landlord/Owner Name: _____

Current Rent: _____ Requested Rent: _____

Effective Date: _____

Please list owner paid utilities: _____

Please list any major improvements or changes you would like us to take into consideration:

Signature and Date: _____