

OKLAHOMA CITY HOUSING AUTHORITY
Rent Increase Request Form

I, _____, request a rent increase for my rental unit
(Print Name of Landlord)

located at _____
(Address City Zip Code)

occupied by _____
(Tenant's Full Legal Name)

Current rent: \$ _____ New rent: \$ _____ Effective date (if approved) will be included on your letter.

Please state the reason for the rent increase. _____

- OCHA 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 renewed lease. **(The landlord must offer the tenant a new lease and if the tenant accepts, the landlord must send OCHA a copy of the new signed lease.)**
- OCHA must receive the rent increase request at least 60 days in advance of the requested effective date.
- OCHA will not process a rent increase request received more than 120 days in advance of the requested effective date.

Landlord Signature: _____ Date: _____

Unit Information (all information must be completed; check all that applies)

Is this a Tax Credit unit? Yes ___ No ___

If yes, is the Tax Credit development 100% Section 8 assisted? Yes ___ No ___

Type of Unit: House ___ Apartment ___ Mobile Home ___ Duplex ___ Townhouse ___ Condo ___

Year built: _____ Square Footage: _____

Number of bedrooms: _____ Number of bathrooms: 1 ___ 1.5 ___ 2 ___ 2.5 ___ 3 ___

Appliances Provided by Owner: Washer Dryer ___ Stove ___ Dishwasher ___ Microwave ___
Refrigerator ___ Garbage Disposal ___

Utilities Paid by Owner: Gas ___ Electric ___ Propane ___ Water ___ Sewer ___ Trash ___

Air Conditioning: Central ___ Window/ Wall Unit ___ None ___

Type of Heating: Central ___ Window/Wall Unit ___ Baseboard ___ Floor Furnace ___ Heat Pump ___

Please mail completed form to: Oklahoma City Housing Authority – Brittany Wiley
1800 N.E. 4th Oklahoma City, OK 73117

or e-mail: bwiley@ochanet.org

or fax: (405) 605-3270