

[Date]

[Landlord Name]

[Landlord Address]

[City, State, Zip Code]

RE: Notice of Rent Increase Denial for [Tenant Name] - [Property Address]

Dear [Landlord Name],

This letter is to inform you that your request to increase the contract rent for the property located at [Property Address] has been denied.

After reviewing your request, the [Housing Authority Name] determined that the proposed rent of \$[Requested Amount] cannot be approved for the following reason(s):

- **Rent Reasonableness:** The requested amount exceeds the rent of comparable unassisted units in the local market area.
- **Fair Market Rent (FMR):** The requested amount exceeds the payment standards established for this jurisdiction.
- **Unit Condition:** The unit failed the most recent Housing Quality Standards (HQS) inspection. Rent increases cannot be processed until all repairs are completed and verified.
- **Timing:** The request was submitted outside of the allowed timeframe as specified in the HAP Contract.
- **Missing Documentation:** Required information or signatures were missing from the request form.

The contract rent will remain at the current rate of \$[Current Amount] per month. You may submit a new request for a rent adjustment at a later date, provided it meets program requirements and market conditions.

If you have questions regarding this decision or wish to provide additional market data for a Rent Reasonableness review, please contact [Contact Person/Department] at [Phone Number] or [Email Address].

Sincerely,

[Your Name/Signature]

[Your Title]

[Housing Authority Name]

cc: [Tenant Name]