



Springfield Housing Authority

3806 East 8th Street
Panama City, FL 32401
850-769-1596
850-769-7143
Springfieldhousingauthority@gmail.com

Rent Increase Request Form

A request for a rent increase must comply with all of the following requirements before SHA can approve your request.

- * Original notice (NOT THIS ONE) of intent to increase the rent must first be issued to the tenant prior to your submission to SHA.
- * Notice must be submitted no less than 60 days prior to the requested effective date.
- * No rent increase will be given during the first 12 months of a new contract
- * You may not request more than one increase per year for the same address/tenant, increases are normally given in 10% increments per unit.
- * Fill out this form and email, fax or mail to SHA.

Tenant: _____ Current rental rate : _____

Address: _____ Amount requested: _____

Effective date: _____ Owner : _____

As owner / owner representative, I certify that the rent charged to SHA tenants is NOT more than the rent charged to currently leased unassisted units.

I understand there will be a rent reasonable study to compare unassisted units to this assisted unit/units. If SHA deems the rental increase unreasonable the request will be denied.

SIGNATURE OF OWNER REPRESENTATIVE: _____

DATE: _____

PHONE: _____