



**NOTIFICATION OF RENT CHANGE**  
*RESULTING FROM A GROSS RENT CHANGE*

Dear \_\_\_\_\_ :

This is to notify you that based upon a recent Agency approved Gross Rent change, your monthly rent has been increased / decreased / Remains the same and adjusted to \$\_\_\_\_\_ (CIRCLE ONE)

This notification amends Paragraph 3 of your Lease agreement, which sets forth the amount of rent you pay each month.

The utility allowance has been increased / decreased / not applicable to \$\_\_\_\_\_ . (CIRCLE ONE)

Your new monthly Gross Rent is effective \_\_\_\_\_. Your new monthly rent is due and payable on or before the first day of \_\_\_\_\_.

Please visit the office on \_\_\_\_\_ to sign and receive a copy of the HUD-50059. The HUD-50059 must be signed by the head, cohead, spouse and all other adults members of the household. The copy of the HUD- 50059 provides the information on your income that we used to calculate your new rent and the amount of rental assistance, if any, HUD pays monthly on your behalf.

You may call \_\_\_\_\_ if you wish to arrange a meeting to discuss this change.

Thank you for your cooperation.  
Sincerely,

