



REQUEST FOR RENTAL CHANGE (RRC)

FREQUENTLY ASKED QUESTIONS

What is the process to request a rent increase? Is there a form to complete?

- All requests for rental change (RRC) will only be processed after properly completing a RRC form, which can be [downloaded here](#). Or you can find it on the [SAHA Resources](#) Page under “Request for Rent Change Form”.
- Once you have completed the form, which includes attaining the tenant signature, please submit by email to requestrentalchange@saha.org or fax to (210) 477-6206.

Does the landlord have to wait for the tenant's annual recertification to increase the rent?

- No, the landlord may submit an RRC Form at any point in time, the rental amount simply cannot change during the initial 12 months of the lease contract.
- However, SAHA asks that you please limit the number of RRC forms that you submit to no more than one per year and attempt to align the request with the tenant's annual lease renewal, if possible.

Why must a rental increase be submitted 60 days prior to going into effect?

- According to HUD regulations, the landlord must notify SAHA of any changes in the amount of the rent to owner at least sixty days before any such changes go into effect, and any such changes shall be subject to SAHA's rent reasonableness process.
- An approved rental increase will begin at the first of the month after the request has been processed.

How is rent reasonableness determined? What comparables are you utilizing?

- Rent reasonableness is determined by a third party software provider called [Social Serve](#).
- Social Serve will pull up three comparable market unit prices with similar amenities / features and within a five mile radius to determine what rent is reasonable for that unit.

Why does the tenant need to sign the RRC form? What if the tenant refuses to sign it?

- The tenant is asked to sign-off on the form because they must acknowledge that their tenant portion of the rent will likely increase as a result of this change.
- If the tenant does not agree to sign the RRC form, you may choose to move forward with contract termination as it is specified in your lease, if you wish to do so.

Do you ever decrease rent when an increase is requested?

- If a rent reasonableness determination is made that shows market prices are lower than the current rental amount, this could result in a decrease in rent.
- If you believe that the market comparable price provided by SAHA through Social Serve is inaccurate, you may dispute this amount by submitting 3 comparable units and their market prices and it will be reevaluated.

If the average industry increase is 3-5%, and SAHA checks the market comparables, why do you need a cap?

- The Housing Choice Voucher clientele are low-income families, and having stable rent increases capped at 3% a year can help prevent unpredictable changes in the tenant portion of the rent amount.

What happens if you submit an RRC that is more than 3%?

- If you submit a RRC that is more than 3% of the current rental price, SAHA will first conduct a rent reasonableness study, and then will automatically process the amount at 3%, as long as it was determined reasonable.

When is the 3% rental increase cap set to sunset / expire?

- The 3% rental cap was implemented in February 2021, and is set to expire at the end of 24 months, or February 2023, if not sooner.