

***Request to Renew Using Non-Section 8 Units in the Section 8 Project  
as a Market Rent Ceiling***

**Project Name:** \_\_\_\_\_ **Section 8 contract No (s):** \_\_\_\_\_  
**FHA Project No:** \_\_\_\_\_

I am asking to renew the above Section 8 contract(s) under Option 2 (Chapter Four of this Guide), using the non-Section 8 units in that project as a market rent ceiling instead of performing a traditional rent comparability study. The top half of the attached table compares the current and proposed Section 8 rents with the rents paid by tenants not receiving tenant rental assistance. The bottom half of the table shows how the proposed Column D rents were computed. The applicable OCAF or budget worksheet is attached to the table.

I certify that:

1. The above contract(s) is eligible to be renewed under Option 2 of this Guide.
2. At least 25% of each unit type being renewed is occupied by tenants who pay the full rent due the owner and receive no tenant rental assistance. "Tenant rental assistance" includes project-based Section 8, certificates / vouchers, PRAC/PAC in a 202/811 project, Rent Supplement, Rental Assistance (RAP), or any comparable federal/state/ other public subsidy.
3. For each unit type being renewed, the proposed Section 8 contract rent is no more than the average rent tenants not receiving rental assistance pay for that unit type. The average rent for each unit type is shown on the attached table. Units and rents used to compute the average rent are identified on the attached rent roll.
4. Units used to compute Paragraph 3's average rent have been paying (*without assistance and for three or more months*) at least the rent levels used in computing the average. These units do not receive rental concessions or rebates and tenants in these units have no business or family relationship with the project's ownership or management.
5. The Section 8 units and the units occupied by tenants not receiving tenant rental subsidies are nearly identical. They have the same number of bedrooms & baths; are similar in condition, layout & size; and have the same amenities & utilities included in the rent.

6. Occupancy rates in the units occupied by tenants not receiving tenant rental subsidies are not significantly less than occupancy levels for those unit types in the project's market area.

**Warning: If you knowingly make a false statement on this form, you may be subject to civil penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosure of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.**

\_\_\_\_\_  
Owner Name

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

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"Public reporting burden for this collection of information is estimated to average .25 hours. This includes the time for collecting, reviewing, and reporting the data. The information is being collected for the purpose of determining new rents in an assisted property and will be used for that purpose. Response to this request for information is required in order to receive the benefits to be derived. This agency may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control number. No confidentiality is assured."