**U.S. Department of Housing and Urban Development** Office of Housing

OMB Approval No. 2502-0012

(exp. 11/30/2020)

**Rent Schedule**

**Low Rent Housing**

Federal Housing Commissioner

See page 3 for Instructions, Public Burden Statement and Privacy Act requirements.

|  |  |  |  |
| --- | --- | --- | --- |
| Project Name | FHA Project Number | Date Rents Will Be Effective (mm/dd/yyyy) | |
|  |  |  |  |

**Part A — Apartment Rents**

Show the actual rents you intend to charge, even if the total of these rents is less than the Maximum Allowable Monthly Rent Potential.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Col. 1  Unit Type  (Include Non-revenue  Producing Units) | Col. 2  Number  of Units | Contract Rents | | Col. 5  Utility  Allowances  (Effective Date  (mm/dd/yyyy)  / / | Col. 6  Gross Rent  (Col. 3 + Col. 5) | Market Rents  (Sec. 236 Projects Only) | |
| Col. 3  Rent Per Unit | Col. 4  Monthly  Contract Rent  Potential  (Col. 2 x Col. 3) | Col. 7  Rent  Per Unit | Col. 8  Monthly  Market Rent  Potential  (Col. 2 x Col. 7) |
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|  |  |  |  |  |  |  |  |
| Total Units | | Monthly Contract Rent Potential (Add Col. 4)\* | |  | | Monthly Market Rent Potential (Add Col. 8)\* | |
|  | | Yearly Contract Rent Potential (Col. 4 Sum x 12)\* | |  | | Yearly Market Rent Potential (Col. 8 Sum x 12)\* | |

\* These amounts may not exceed the Maximum Allowable Monthly Rent Potential approved on the last Rent Computation Worksheet or requested on the Worksheet you are now submitting. Market Rent Potential applies only to Section 236 Projects.

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| --- | --- | --- | --- | --- | --- |
| **Part B — Items Included in Rent** | | **Part D — Non-Revenue Producing Space** | | | |
| **Equipment/Furnishings in Unit** (Check those included in rent.)  Range Dishwasher | | Col. 1  Use | Col. 2  Unit Type | | Col. 3  Contract Rent |
| Refrigerator Carpet | |
| Air Conditioner Drapes | |
| Disposal | |  |  | |  |
|  | |  |  | |  |
| **Utilities (Check those included in rent. For each item, (even those not included in rent), enter E, F, or G on line beside that item) E=electric; G=gas; F=fuel oil or coal.**  Heating Hot Water Lights, etc. | |  |  | |  |
|  |  | |  |
|  |  | |  |
| Total Rent Loss Due to Non-Revenue Units | | | $ |
| Cooling Cooking | | **Part E — Commercial Space (retail, offices, garages, etc.)** | | | |
|  | | Col. 1  Use | Col. 2  Monthly Rent  Potential | Col. 3  Square  Footage | Col. 4  Rental Rate  Per Sq. Ft.  (Col. 2 Col.3) divided by |
| **Services/Facilities (check those included in rent)**  Parking Nursing | Care  Service |
| Laundry Linen/Maid |
|  |  |  |  |
| Swimming Pool |
| Tennis Courts | |  |  |  |  |
|  | |  |  |  |  |
| **Part C — Charges in Addition to Rent (e.g., parking, cable TV, meals)** | |  |  |  |  |
| Purpose | Monthly Charge |  |  |  |  |
|  | $ |  | $ | Total Commercial Rent Potential | |
|  | $ |
|  | **$** | **Part F — Maximum Allowable Rent Potential** | | | |
|  | **$** | **Enter Maximum Allowable Monthly Rent Potential From Rent Computation**  **Worksheet (to be completed by HUD or lender)**  **$** | |  | |
|  | **$** |  | |
|  | **$** |  | |

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| --- | --- | --- |
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**Part G — Information on Mortgagor Entity**

Name of Entity

Type of Entity

* Individual ❑ General Partnership ❑ Joint Tenancy/Tenants in Common ❑ Other (specify)
* Corporation ❑ Limited Partnership ❑ Trust

**List all Principals Comprising Mortgagor Entity:** provide name and title of each principal. Use extra sheets, if needed. If mortgagor is a:

* corporation, list: (1) all officers; (2) all directors; and (3) each stockholder having a 10% or more interest.
* partnership, list: (1) all general partners; and (2) limited partners having a 25% or more interest in the partnership.
* trust, list: (1) all managers, directors or trustees and (2) each beneficiary having at least a 10% beneficial interest in the trust.

Name and Title

Name and Title

Name and Title

Name and Title

Name and Title

Name and Title

Name and Title

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Name and Title

Name and Title

**Part H — Owner Certification**

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct.

**WARNING:** Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802)

Name and Title

Authorized Official's Signature

Date (mm/dd/yyyy)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Part I — HUD/Lender Approval** |  |  | |  |
| Addendum Number |  |  | Branch Chief/Lender Official Signature | Date (mm/dd/yyyy) |
| HAP Contract Number |  |  |
| Exhibit Number |  |  | Director, Housing Management Division Signature | Date (mm/dd/yyyy) |
| Loan Servicer Signature | Date (mm/dd/yyyy) |  |
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Public reporting burden for this collection of information is estimated to average 20 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. 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.

This collection of information is authorized under Section 207 of the National Housing Act. The information is necessary for the Department to ensure that project owners are not overcharging their tenants and to ensure that the rent levels approved by the Department are not exceeded. The Department uses this information to enforce rent regulations which otherwise would be difficult because there would be no clear record of the rents and charges that the Department had approved. In addition, the Department needs to periodically collect information regarding project principals, so unauthorized participation by previously excluded or otherwise undesirable owners can be detected. This information is required to obtain benefits. HUD may disclose certain information to Federal, State, and local agencies when relevant to civil, criminal, or regulatory investigations and prosecutions. It will not be otherwise disclosed or released outside of HUD, except as required and permitted by law.

**Instructions**

All project owners must submit the form **HUD-92458** when request­ing an adjustment to project rents. HUD establishes and approves rental charges and utility allowances on the Form. The owner is responsible for notifying tenants of the approved rents.

**General.** For projects with fully-insured or **HUD-held** mortgages, the owner/agent submits this Form to the **HUD** Field Office. For projects with coinsured mortgages, the owner/agent submits this Form to the lender.

**Part A.** If the monthly rent potential you are proposing is less than or equal to the Maximum Allowable Monthly Rent Potential approved by HUD/lender on your original Rent Formula or on your most recent Rent Computation Worksheet, complete all of Part A according to the instructions below. If the monthly rent potential you are requesting exceeds the Maximum Allowable Monthly Rent Potential approved by HUD/lender on your original Rent Formula or on your most recent Rent Computation Worksheet, complete only Columns 1 and 2 according to the instructions below. Show your proposed rents and monthly rent potential in the cover letter transmitting your rent increase request.

**Column 1.** Show each type of unit for which rents will vary. Show the number of bedrooms and bathrooms and other features that cause rents to vary (e.g., 2 BDM, 1 B, DA, KETTE, vs 2 BDM, 2B, DR, K). Use the following symbols:

BDM - Bedroom LR - Living Room

B - Bath DR - Dining Room

K - Kitchen DA - Dining Alcove

KETTE - Kitchenette

**Column 2.** Show the number of units for each unit type. Include non-revenue producing units.

**Column 3.** For unsubsidized projects, show the rent you intend to charge for each unit type. For subsidized projects, show the contract rent (as defined in HUD Handbook 4350.3) for each unit type.

**Column 4.** For each line, multiply the contract rent in Column 3 by the number of units in Column 4. Add monthly contract rent potentials for each unit size to compute the total monthly contract rent potential. Multiply the monthly total by 12 to compute the annual contract rent potential.

**Columns 5 and 6.** Complete the Columns only if the project has a subsidy contract with HUD and some utilities are not included in the rent. In Column 5, show the utility allowance for each unit type. Compute the gross rent for each unit type by adding the contract rent in Column 3 and the utility allowance in Column 5. Show this amount in Column 6.

**Columns 7 and 8.** Complete these Columns only if the project is receiving Section 236 Interest Reduction Payments. In Column 7, show the market rent for each unit type. In Column 8, for each line multiply the market rent in Column 7 by the number of units in Column 2. Add the monthly market rent potentials for each unit size to compute the total monthly market rent potential. Multiply the monthly total by 12 to compute the annual market rent potential.

**Parts B, C, D and E.** Complete these Parts according to the instructions on the Rent Schedule.

**Part F.** Do not complete this Part. The HUD Field Office/lender will complete this Part.

**Parts G and H.** Complete these Parts according to the instructions on the Rent Schedule.

**Part I.** Do not complete this Part. The HUD Field Office/lender will complete this part.

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