

# Rent Schedule Low Rent Housing

U.S. Department of Housing  
and Urban Development  
Office of Housing  
Federal Housing Commissioner

OMB Approval No. 2502-0012  
(exp. 05/31/2014)

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

## Part B – Items Included in Rent

Equipment/Furnishings in Unit (Check those included in rent.)

|                                          |                                     |                                |
|------------------------------------------|-------------------------------------|--------------------------------|
| <input type="checkbox"/> Range           | <input type="checkbox"/> Dishwasher | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Refrigerator    | <input type="checkbox"/> Carpet     | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Air Conditioner | <input type="checkbox"/> Drapes     | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Disposal        | <input type="checkbox"/> _____      | <input type="checkbox"/> _____ |

**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.

|                                        |                                          |                                             |
|----------------------------------------|------------------------------------------|---------------------------------------------|
| <input type="checkbox"/> Heating _____ | <input type="checkbox"/> Hot Water _____ | <input type="checkbox"/> Lights, etc. _____ |
| <input type="checkbox"/> Cooling _____ | <input type="checkbox"/> Cooking _____   | <input type="checkbox"/> _____              |

**Services/Facilities** (check those included in rent)

|                                        |                                |                                             |
|----------------------------------------|--------------------------------|---------------------------------------------|
| <input type="checkbox"/> Parking       | <input type="checkbox"/> _____ | <input type="checkbox"/> Nursing Care       |
| <input type="checkbox"/> Laundry       | <input type="checkbox"/> _____ | <input type="checkbox"/> Linen/Maid Service |
| <input type="checkbox"/> Swimming Pool | <input type="checkbox"/> _____ | <input type="checkbox"/> _____              |
| <input type="checkbox"/> Tennis Courts | <input type="checkbox"/> _____ | <input type="checkbox"/> _____              |

## Part C – Charges in Addition to Rent (e.g., parking, cable TV, meals)

| Purpose | Monthly Charge |
|---------|----------------|
|         | \$             |
|         | \$             |
|         | \$             |
|         | \$             |
|         | \$             |
|         | \$             |

## Part D – Non-Revenue Producing Space

| Col. 1<br>Use                            | Col. 2<br>Unit Type | Col. 3<br>Contract Rent |
|------------------------------------------|---------------------|-------------------------|
|                                          |                     |                         |
|                                          |                     |                         |
|                                          |                     |                         |
|                                          |                     |                         |
|                                          |                     |                         |
| Total Rent Loss Due to Non-Revenue Units |                     | \$                      |

## Part E – Commercial Space (retail, offices, garages, etc.)

| Col. 1<br>Use | Col. 2<br>Monthly Rent<br>Potential | Col. 3<br>Square<br>Footage        | Col. 4<br>Rental Rate<br>Per Sq. Ft.<br>(Col. 2 divided by<br>Col. 3) |
|---------------|-------------------------------------|------------------------------------|-----------------------------------------------------------------------|
|               |                                     |                                    |                                                                       |
|               |                                     |                                    |                                                                       |
|               |                                     |                                    |                                                                       |
|               |                                     |                                    |                                                                       |
|               |                                     |                                    |                                                                       |
|               |                                     | Total Commercial Rent<br>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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**Part G – Information on Mortgagor Entity**

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Name of Entity

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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.

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Name and Title

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Name and Title

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**Part H – Owner Certification**

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To the best of my knowledge, all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name and Title

Authorized Official's Signature

Date (mm/dd/yyyy)

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**Part I – HUD/Lender Approval**

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Addendum Number

Branch Chief/Lender Official Signature

HAP Contract Number

Date (mm/dd/yyyy)

Exhibit Number

Director, Housing Management Division Signature

Loan Servicer Signature

Date (mm/dd/yyyy)

Date (mm/dd/yyyy)

Public reporting burden for this collection of information is estimated to average 5.20 hours 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.