



Tenant # _____

Voucher # _____

Month: _____ CW: _____

LEASE RENEWAL ADDENDUM

This Lease Addendum made on this ____ day of _____, ____ to Lease Agreement (“original Lease Agreement”) dated _____, between (Resident) _____ and (Landlord) _____ for Unit # _____ at _____.

The term of the original Lease Agreement is hereby extended for:

Check one () ONE MONTH, () MONTH TO MONTH OR () TWELVE MONTHS
Month to month will not be approved for more than ninety (90) days.

Effective the 1st day of _____, _____ and ending on the _____ day of _____, _____.

Contract Rent for the above unit shall be \$ _____.

All other provisions and conditions of the original Lease Agreement remain the same except as adjusted herein.

Tenant Signature _____ Date _____
Co-Tenant Signature _____ Date _____
Other Adult Signature _____ Date _____
Landlord Signature _____ Date _____

NOTE TO LANDLORDS:

This is not an accepted method for requesting a rent increase. All requests for rent increase must be submitted in writing at least sixty days (60) prior to renewal date. Rent increase forms come from our office, please email hhafrontdesk@hhahousing.org or on our website hhahousing.org. All **completed rent increase’s must to be sent in by email, fax, or in person at the front desk. Please make sure to receive a copy from the front desk with our received stamp, do not drop in the drop box.**

Incomplete forms will be denied, must be signed by both landlord and tenant.

24 CFR 982.308

(g) Changes in lease or rent.(1) If the tenant and the owner agree to any changes in the lease, such changes must be in writing, and the owner must immediately give the PHA a copy of such changes. The lease, including any changes, must be in accordance with the requirements of this section.

(2) In the following cases, tenant-based assistance shall not be continued unless the PHA has approved a new tenancy in accordance with program requirements and has executed a new HAP contract with the owner:

(i) If there are any changes in lease requirements governing tenant or owner responsibilities for utilities or appliances;

(ii) If there are any changes in lease provisions governing the term of the lease;

(iii) If the family moves to a new unit, even if the unit is in the same building or complex.

(3) PHA approval of the tenancy, and execution of a new HAP contract, are not required for changes in the lease other than as specified in paragraph (g)(2) of this section.

(4) The owner must notify the PHA 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 rent reasonableness requirements (see § 982.503).

