



## Sandstone Housing

6200 Seagull NE, Suite B

Albuquerque, NM 87109

Phone: 505-821-0193

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### Rent Increase

- Include a copy of the "30-Day Notice of Rent Increase" (if the recertification calls for a rent increase) along with all other information required on the Approval/Denial Checklist.
- Recertifications (rent increase only) will not be approved without proper notice.
- Once approved, you must post the notice on the door, send regular mail, and certified mail to the resident at least 30 days (preferably 60 or 90 days) before the effective date of the recertification in which the rent increase commences.
- Should management fail to complete the recertification process in time to give the tenant a 30-day advance notice of rent increase on effective date, tenant's rent cannot increase until that 30 day period is up and Sandstone Housing will be required to pay the difference.
- Should the tenant fail to respond to your 1st, 2nd, 3rd./final recertification notices, (remember the final notice is sent certified mail) and delay the process, the rent may be increased effective the 1st. day of the following month even if it's less than 30 days.