REQUEST FOR RELOCATION PAYMENT

*For Temporary Relocations Lasting **30 Days or Longer***

From			
Tenant(s):			
Tenant Emails			
Unit Address:			

To					
Property Owner:		**Phone:**		**Email:**	
Mailing Address:					
Today's Date					

RELOCATION PAYMENT CALCULATION

1. Dislocation Allowance	
Fixed Payment	**$400**
2. Moving Costs (if applicable)	
Either the fixed payment of $300, or reimbursement of actual costs. If requesting reimbursement, include estimate from a licensed moving company (and not to exceed rates set by Federal Highway Administration).	Include either: ☐ Fixed payment of **$300** OR ☐ Estimate of Actual Cost: _____ OR ☐ $0 if not applicable **$**_____

Request for Relocation Payment (30 Days or Longer)

Housing & Community Services

3. Storage Costs (if applicable)	
Either the fixed payment of $200 without receipts, or reimbursement of actual expenses with receipts. If requesting reimbursement, include estimate of cost provided by storage facility.	☐ Fixed payment of **$200** OR ☐ Estimate of Actual Cost: _____ OR ☐ $0 if not applicable **$_____**

4. Rent Differential Payment (if applicable)	
If your new rent is higher than your current rent, you may qualify for a payment to cover the difference. The payment is limited by the maximum rent shown in the chart below for your unit size. If your current rent includes utilities, you can count those toward your new rent. To calculate the payment: Compare your new rent with the 2025 maximum rent from the chart for your unit size. **Unit Size / Maximum Rent Level** **Studio** $1,890 **1-Bedroom** $2,515 **2-Bedroom** $3,217 **3-Bedroom** $4,511 Take the lower of those two amounts. Subtract your current rent. The result is your monthly rent differential payment.	A. New rent OR maximum rent (the lower of the two): $_____ B. Current rent: $_____ Subtract B from A for the Monthly Rent Differential Payment: **= $_____** Note: If period of relocation exceeds 90 days, the initial rent differential payment is for the first 90 days: monthly amount x 3 = **$_____**

Total Initial Relocation Payment	
Includes: 1. Dislocation Allowance 2. Moving Costs: fixed payment or actual cost 3. Storage Costs: fixed payment or actual cost 4. Rent Differential for first month or initial 90 days.	Sum of all amounts above: **$_____**

Monthly Relocation Payment	
1. Monthly Rent Differential 2. Storage Costs: fixed payment or actual cost	**$_____**