1300 Piccard Drive Suite 202 Rockville, MD 20850
Main (301) 424-6265 Fax (301) 217-5857
TTY (301) 424-1078 www.rockvillehe.org

RHE ROCKVILLE HOUSING ENTERPRISES

HARDSHIP EXEMPTION REQUEST FORM

Date ______________________ Tenant Code ______________________

Program ______________________ SSN ______________________

Tenant Name ______________________

Address ______________________

City ______________________ State ________ Zip Code ______________________

Phone Number ______________________ Email Address ______________________

A HUD Hardship Exemption allows public housing residents and Housing Choice Voucher (HCV) participants to temporarily suspend the minimum rent requirement or Moving to Work (MTW) activity if they experience severe financial distress. The exemption is requested by the household experiencing a qualifying financial hardship. The PHA will suspend the minimum rent or MTW activity while it determines if qualifying hardship exists. Households requesting and/or receiving a hardship exemption cannot be evicted due to non-payment of rent.

I. HARDSHIP EXEMPTION

________ Minimum Rent ________ MTW Activity *List MTW Activity* ______________________

II. QUALFIYING FINANCIAL HARDSHIPS

_____ Involuntary loss or reduction of employment

_____ There has been a death in the household

_____ Involuntary reduction in or loss of earnings or other assistance

_____ Childcare cost that exceed 25% or more of the family's current expense

_____ Education

_____ Death in the family

_____ Household income has decreased

_____ Medical cost that exceed 25% or more of the family's current expense

_____ Involuntary loss of transportation, such as a serious car accident

_____ Similar items

_____ Such other situations and factors determined by RHE to be appropriate

Your rent will be suspended effective the first of the month following the date you submit this form or the first of the month following your lease-up, whichever is later. You must provide proof of the hardship based on the reason(s) selected above.

Rockville Housing Enterprises (RHE) may grant your hardship exemption, if your request meets at least one of the qualifying financial hardships and the supporting documentation has been received and verified. If you do not submit sufficient proof along with this request, RHE will give you additional time to do so. You must provide sufficient proof of your qualification for the hardship exemption. You must also repay RHE for any financial assistance paid on your behalf (HCV) or not received (Public Housing) regardless of the hardship determination.

If you qualify for a hardship, RHE will also need to determine the duration of your hardship. HUD defines a "Temporary" hardship as lasting 90 days or less. If RHE determines that your hardship is temporary, you are only entitled to the exemption for up to three months and, at the end of that term, you must repay RHE for any financial assistance provided. HUD defines a "Long-Term" hardship as lasting more than 90 days. If RHE determines that your hardship is longer than 90 days, RHE will determine the appropriate time frame and, at the end of that time, frame you must repay RHE for the financial assistance provided.

1300 Piccard Drive Suite 202 Rockville, MD 20850
Main (301) 424-6265 Fax (301) 217-5857
TTY (301) 424-1078 www.rockvillehe.org

RHE ROCKVILLE HOUSING ENTERPRISES

HARDSHIP EXEMPTION REQUEST FORM

I,

am requesting a hardship exemption based on the reasons selected above, specifically:

I understand that if I do not provide proof of my hardship, if my hardship is denied, or if my hardship is approved (temporary or long-term), I must repay RHE for any financial assistance paid directly to the landlord on my behalf (HCV) or not received (PH), retroactively.

I agree to sign a repayment agreement once RHE has rendered a decision, regardless of the ruling. Failure to sign a repayment agreement will result in my immediate termination from the housing program.

Client Signature | Date

1300 Piccard Drive Suite 202 Rockville, MD 20850
Main (301) 424-6265 Fax (301) 217-5857
TTY (301) 424-1078 www.rockvillehe.org

RHE ROCKVILLE HOUSING ENTERPRISES

HARDSHIP EXEMPTION REQUEST FORM

RHE USE ONLY

RHE STAFF ______________________________

DATE __________ CURRENT RENT __________ APPROVED ________ DENIED ________

EFFECTIVE DATE ______________ REASONABLE ACCOMMODATION ____________

SHORT TERM _____ DURATION ____________ SHORT TERM END DATE ____________

LONG TERM _____ DURATION ____________ LONG TERM END DATE ____________

REPAYMENT AGREEMENT SIGNED ____________ DATE AGREEMENT SIGNED ____________

NOTES ______________________________

____

____

____