

**RENT REASONABLENESS CHECKLIST AND CERTIFICATION**  
**NORTH DAKOTA DEPARTMENT OF COMMERCE/DCS**

SFN 59386 (01/15)

To verify that the rent for the unit you have selected is reasonable, find the address of another unit in the neighborhood that is similar to the unit you have chosen. It must be the same type of unit and have the same number of bedrooms. The rent must be the same or more than the rent for the unit you have selected. Completed form must be in the client file to document rent reasonableness.

	Selected Unit	Unit #1	Unit #2	Unit #3
Address of Unit				
Type of Unit/Construction (circle applicable type)	Apt. 1-4 Floors Apt. 5+ Floors Duplex/Townhouse Manufactured Home Single Family Other _____	Apt. 1-4 Floors Apt. 5+ Floors Duplex/Townhouse Manufactured Home Single Family Other _____	Apt. 1-4 Floors Apt. 5+ Floors Duplex/Townhouse Manufactured Home Single Family Other _____	Apt. 1-4 Floors Apt. 5+ Floors Duplex/Townhouse Manufactured Home Single Family Other _____
Number of Bedrooms				
Approximate Square Footage				
General Housing Condition				
Location/Accessibility (i.e., near schools, bus, park, etc.)				
Amenities (circle <b>all</b> that apply)	Air Conditioner Garbage Disposal Dishwasher Washer/Dryer Carpet Recreational Facilities Storage Areas Parking Maintenance Service Housing Services Other _____	Air Conditioner Garbage Disposal Dishwasher Washer/Dryer Carpet Recreational Facilities Storage Areas Parking Maintenance Service Housing Services Other _____	Air Conditioner Garbage Disposal Dishwasher Washer/Dryer Carpet Recreational Facilities Storage Areas Parking Maintenance Service Housing Services Other _____	Air Conditioner Garbage Disposal Dishwasher Washer/Dryer Carpet Recreational Facilities Storage Areas Parking Maintenance Service Housing Services Other _____
Approximate year built				
Utilities (type)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Unit Rent				
Utility Allowance				
Gross Rent				
Handicap Accessible	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

CERTIFICATION

A. Comparison with Fair Market Rent

$$\text{Proposed Contract Rent} + \text{Utility Allowance} = \text{Proposed Gross Rent}$$

Applicable Fair Market Rent \$\_\_\_\_\_.

Does Proposed Gross Rent exceed Fair Market Rent?  Yes  No

B. Rent Reasonableness

Based upon a comparison with rents for comparable units, I have determined that the proposed rent for the unit  **is**  **is not** reasonable.

NAME	DATE
SIGNATURE	TITLE
AGENCY	