



SOUTHTINGTON FAIR RENT COMMISSION (FRC) COMPLAINT FORM

Instructions to complainant/tenant: Please, answer all questions applicable to your complaint. Complaints do not trigger and automatic hearing. You will be notified if a hearing is scheduled or if your complaint is handled administratively.

I. GENERAL INFORMATION	
Complainant - Tenant Name(s):	
Address, including unit #:	
Telephone number and e-mail address:	
Length of time in this rental unit:	_____ years, & _____ months?
Type of lease (circle one please):	(A) <u>Oral</u> OR (B) <u>Written</u> ,
Responsibility of payment to landlord:	Is the tenant receiving any public or private: energy assistance, rental assistance or other direct or indirect subsidies to offset housing expenses? _____ If so, please list:
Term of lease (circle one please):	Week to week, month to month, year to year, other, unknown
Monthly rent:	Current: \$ _____ , Last Year: \$ _____ , Two Years Ago: \$ _____
Amount of monthly rent being proposed by landlord:	\$ _____ Date new rental rate is scheduled to begin: _____ (month, day and year)
Property type (circle one)	Single family duplex townhouse rowhouse manufacture/mobile home high rise garden/walk-up/Apt/Multiple
Description of Rental Unit:	# rooms _____, # bedrooms _____, # full bathrooms _____, # ½ bathrooms _____, # garage spaces _____, # off street uncovered parking spaces _____, what level floor is the living unit on? _____ # square feet of living space _____ # square feet storage space _____
Amenities provided: (circle all that apply if included in rent)	heat electricity cold water sewer hot water trash collection cable TV internet air conditioning range/microwave refrigerator ceiling fans central A/C unit deck/balcony/patio/porch dishwasher elevator garbage disposal handicap laundry facilities new appliances recreation facility pool extra storage real estate tax washer/dryer hookups snow removal lawncare spring/fall cleanups

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Other Fees Required (please explain):	
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II. LANDLORD INFORMATION

Property Owner: _____

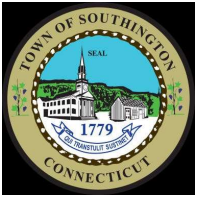
Address: _____

Telephone number and email address

Property Manager (if
applicable): _____

Address: _____

Telephone number and email address:



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III. NATURE OF COMPLAINT

A tenant may file a complaint with the FRC if:

1. The tenant has been notified of a substantial increase in rent which would cause the rent to be higher than what other tenants in the community are paying for similar apartments;
2. A major service which the landlord had previously supplied has been decreased to an extent that affects the rental value of the apartment; or
3. It appears that the landlord has requested the rent increase in retaliation for the tenant's having made a request for repairs; a health, safety or housing code inquiry or complaint to the Town; or taking some other action which the landlord perceived as adverse.

In the space provided below, please explain why you believe the increase in rent is excessive; why your landlord's response to your property maintenance, health and/or concerns described is inadequate; or what other complaint you wish to make that is within the Fair Rent Commission's jurisdiction.

You may attach additional pages if necessary.



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I affirm under the penalties provided by law that the information I have provided is true to the best of my knowledge.

I understand that in order for the FRC to take any action my landlord's action must be found to be "harsh and unconscionable." "Unconscionable" may be defined as "Extreme unfairness; having no regard for conscience; affronting the sense of justice, decency, or reasonableness." Black's Law Dictionary, 7 ed. 1999.

Tenant Signature

Date

Forms to be delivered to the Southington Town Clerk's Office located at:
75 Main Street
Southington, CT 06489

Complaints are reviewed by The Office of Southington Corporation Counsel for eligibility of mediation and hearings. You will be notified if your submission is accepted, incomplete, rejected or dismissed. The Southington Fair Rent Commission encourages all parties to submit to mediation with The Corporation Counsel prior to a formal hearing before the full Fair Rent Commission.