



# REMINDER NOTICE OF RENT INCREASE

TMC 1.100.050

TENANT: \_\_\_\_\_  
AND ALL OTHER OCCUPANTS OR PERSONS IN POSSESSION.

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

County: PIERCE

THE CITY OF TACOMA MUNICIPAL CODE REQUIRES residential tenants be provided with written notice prior to a landlord or agent raising rent.

**Your Current Rent Amount is: \_\_\_\_\_.** In accordance with the requirements of TMC 1.100.050, this is your REMINDER Notice between 120 and 90-days before your rent increases. Your rent will be increased by \_\_\_\_\_, to \_\_\_\_\_, to be effective on \_\_\_\_\_. (No less than the number of days indicated from the date served and shall not become effective prior to the completion of the term of the rental agreement).

**This amount represents a \_\_\_\_\_ percentage increase over the previous rent.**  
To calculate the rent increase percentage, divide the rent increase amount by the current rent amount and multiply by 100.

No landlord shall issue a notice to increase rent unless the landlord has complied with the City business license requirements pursuant to TMC 6B, including having an annual business license, paying the license fee amounts, registering each dwelling unit, and certifying that each dwelling unit complies with RCW 59.18.060, as it exists or is hereinafter amended, and does not present conditions that endanger or impair health and safety of tenants.

Any notice of "Rent Increase" must be served in accordance with RCW 59.12.040 and include a copy of the Rent Increase "Notice of Resource" form as outlined in TMC 1.95.030.

Any tenant who receives a rent increase of 5% or more and decides to relocate rather than paying the rent increase is eligible for relocation assistance under the Landlord Fairness Code Initiative (TMC 1.100.050.4).  
**Please review information on the back of this form.**

Dated in Tacoma, WA, on: \_\_\_\_\_, 20\_\_\_\_\_

**Named Landlord/Agent:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

## **What is Relocation Assistance?**

The Landlord Fairness Code Initiative requires the landlord to pay relocation assistance to a tenant who receives a rent increase of 5% or more and decides to relocate versus paying the increase in rent. The assistance to help the tenant with funds to move.

## **How do I know if I qualify?**

To qualify the tenant must receive a rent increase of 5% or more. However, the requirement to pay relocation assistance does not apply when:

- A landlord and tenant living on the same site if the site has four or fewer dwelling units.
- Tenants have lived in the dwelling unit for less than six months.
- A landlord that temporarily rents out the landlord's principal residence during the landlord's absence due to active military service.

## **How much relocation assistance will I receive?**

Based on the rent at the time of the 180-day notice of rent increase, the tenant will receive the following funds:

- If 5% to 7.5% increase, you will receive 2 times your monthly rent
- If more than 7.5% to 10% increase, you will receive 2.5 times your monthly rent
- If more than 10% increase, you will receive 3 times your monthly rent

## **What is the application process and timeline?**

Any time after receiving the 180-day notice of rent increase of 5% or more, a tenant deciding to relocate rather than paying rent increase may send the landlord a written request for relocation assistance.

Within 30 days of receiving the request for relocation assistance, landlords must pay the relocation to the tenant. Payment of relocation assistance shall be per dwelling unit, not per person, and shall be split evenly among all tenants.

## **What if my landlord does not pay the relocation assistance?**

If the landlord fails to pay the required relocation assistance, the tenant may bring an action in court. The penalty shall be no less than three times the relocation assistance, in addition to a reasonable attorney's fees.

It is recommended that tenants seek legal advice to help them understand their rights and the proper process to exercise them. Low-income tenants can contact TACOMAPROBONO Community Lawyers at 253-572-5134 or online at [www.tacomaprobono.org](http://www.tacomaprobono.org). Other tenants can contact the Tacoma-Pierce County Bar Association Lawyer Referral at 253-383-3432.

## **What if I am unable or choose not to relocate after receiving relocation assistance?**

In the event the tenant is unable to relocate and remains in the dwelling unit at the increased rent, the tenant must repay the relocation assistance.