Town of West Hartford
Social Services – Room 306
50 South Main Street
West Hartford, CT 06107

WEST HARTFORD FAIR RENT COMMISSION (FRC)
COMPLAINT FORM

Instructions to complainant/tenant: Please, answer all questions applicable to your complaint.

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) Oral, month-to-month lease **OR** (B) Written, one year lease?	
Monthly rent:	Current: $ _____ , Last Year: $ _____ , Two Years Ago: $ _____	
Amount of **monthly** rent being proposed by landlord:	$ _____	Date new lease is scheduled to begin: _____ (month, day and year)
Description of Rental Unit:	# rooms _____ , # bedrooms _____ , # bathrooms _____ , includes: heat, hot water, electricity (Circle all that apply)	
Other Fees Required (please explain):		

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.

_____

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You may attach any additional relevant information/documentation with this complaint form.

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

Signature of Complainant – Tenant

Date