



Department of Housing and Community Development
 Rental Accommodations Division
 Housing Resource Center
 1800 Martin Luther King, Jr. Avenue, S.E.
 Washington, D.C. 20020 | (202) 442-9505

RAD Date Stamp

RENT HISTORY DISCLOSURE

FOR USE WITH HOUSING PROVIDER'S DISCLOSURES
 (RAD FORM 3) FOR NEW TENANTS OR UPON TENANT REQUEST

Date: _____

Tenant or Applicant Name(s) _____

Tenant Address _____

Washington, D.C. _____

Registration/Exemption No: _____

Basic Business License No. _____

Certificate of Occupancy No. _____

Dear Applicant(s)/Tenant(s):

The Rental Housing Act of 1985 (Act) requires your housing provider to disclose the rent history for your rental unit for the past 3 years. Any tenant may request this information, once per calendar year, on its own or as part of a larger set of disclosures. The housing provider must provide you this information within 10 business days of your request. This information must be provided to an applicant for a rental unit covered by the Act's Rent Stabilization Program (see the directions on RAD Form 3) (commonly called "rent control").

A. For Rental Units EXEMPT from Rent Stabilization

During the past three years, the monthly rent for this unit has been increased as follows:

(date)	(prior rent)	(increase)
1. _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____

Current monthly rent: \$ _____

B. For Rent-Stabilized Units

Directions for housing providers:

- For “type,” enter CPI, Vac., HP, SF, CI, SR, or VA, as applicable. Enter “209” for adjustments made upon the termination of an exemption. Check the box if rent adjustment is implemented as a rent surcharge (HP, SR, or CI generally, or VA or SI for protected tenants). For “comparable unit,” enter the unit number used as the basis for the vacancy rent adjustment (repealed Feb. 22, 2019).
- *If implementing vacancy adjustments:* if you give RAD Form 3 and this form to new tenant, and the tenant’s rent charged is less than stated in the initial disclosure, you must, within 30 days of the new tenancy beginning: (1) re-issue this form to the tenant with the updated rent charged, and (2) file RAD Form 3 and this form with the updated information.

Section B.1. Monthly Rent Charged. During the past three years, the monthly rent charged for this rental unit has been increased as follows:

(Eff. Date)	(Prior Rent)	(Amount Inc.)	(Type)	(Auth. Date)	(Case No.)	(Comp. Unit)
1. _____	\$ _____	\$ _____	_____	_____	_____	_____
2. _____	\$ _____	\$ _____	_____	_____	_____	_____
3. _____	\$ _____	\$ _____	_____	_____	_____	_____
4. _____	\$ _____	\$ _____	_____	_____	_____	_____
5. _____	\$ _____	\$ _____	_____	_____	_____	_____
6. _____	\$ _____	\$ _____	_____	_____	_____	_____

Current monthly rent charged: \$ _____

Section § 42-3501.03(29A) of the Rental Housing Act of 1985 defines “rent charged” as “the entire amount of money, money’s worth, benefit, bonus, or gratuity a tenant must actually pay to a housing provider as a condition of occupancy or use of a rental unit, its related services, and its related facilities, pursuant to the Rent Stabilization Program.”

Section B.2. Monthly Rent Surcharges. The monthly rent charged does not include any “rent surcharges,” although you are also required to pay those as part of the total rent for your rental unit. For your rental unit, the following rent surcharges are authorized:

Housing provider: check box if surcharge is included in total rent; do not check if tenant is exempt as protected tenant (see box D). For “type,” enter HP, SF, CI, SR, or VA. SF and VA rent adjustments are considered surcharges for protected tenants.

(Incl.)	(Amount)	(Type)	(Case No.)	(Approval Date)	(Exp. Date)
<input type="checkbox"/>	\$ _____	_____	_____	_____	_____
<input type="checkbox"/>	\$ _____	_____	_____	_____	_____

[] \$ _____

Total current rent surcharges: \$ _____

Section B.3. Pending Petitions. The following petitions related to the rental unit have been filed and are currently awaiting a final determination, or have been approved but the rent adjustment requested has not yet been implemented:

Directions for housing providers:

- For “case number,” enter the 5-digit number assigned to a TP, HP, SF, CI, SR, or VA petition.
- For “forum” enter RAD, OAH, RHC, or DCCA, based on current status of case.

(Type)	(Case No.)	(Forum)	(Filing Date)	(Approval Date)
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

C. Additional information for Tenants

Any tenant may request this information, once per calendar year, on its own or as part of a larger set of disclosures. The housing provider must provide you this information within 10 business days of your request. RAD Form 5 describes how to obtain this information from your housing provider.

For rent-stabilized units, your housing provider is required to maintain records of the rent increases listed above. These records must be given to you at the time you apply for or move into a rental unit covered by the Rent Stabilization Program. For more information, read the pamphlet “What You Should Know About Rent Control in the District of Columbia” published by RAD. This pamphlet is available at <https://dhcd.dc.gov/service/rent-control> and must be given to you with the Housing Provider’s Disclosures form (RAD Form 3).

D. Housing Provider’s Information

Housing Provider Signature:	
Housing Provider Name (print):	
[] Owner [] Authorized Agent [] Other Title (if applicable):	
Housing Provider Telephone No.:	
Housing Provider Email:	
Housing Provider Address: (no P. O. Boxes)	
Date	