



City of Glendale
Community Housing Division
6842 N 61st Ave
Glendale AZ 85301
623-930-2180



July 1, 2011

CHANGE REPORT POLICY UPDATE

Effective July 1, 2011

There has been a change to Glendale Housing policy that effects the processing of your change report, and the effective date that any rent decrease will become effective.

Under the new policy, if there is a change in your household circumstance that may result in the reduction of your rent, and if you file your change **report on or before the 20th of the month**, any decrease in your rent will become effective on the first day of the following month.

For example, if you file a change report on January 20th, your decrease will become effective February 1st.

If there is a change in your household circumstance and if you file your change report **after the 20th of the month**, any rent decrease will become effective on the first day of the second month.

For example, if you file a change report on January 21st, your rent decrease will become effective on March 1st.

Please contact your housing specialist if you have any questions regarding the new policy.