

1004. Provision of Certificate of Permissible Rent Level

(A) Upon the request of the landlord or the tenant, the Board shall provide the landlord and the current tenant with a certificate of current permissible rent level (maximum lawful rent ceiling) of the rental unit. The certificate shall be issued to the landlord and the tenant within five (5) business days from the date of request. A fee in an amount necessary to cover the costs of issuing the certificate shall be charged for each request for a certificate.

(B) Where the rental unit has previously been certified, either by means of an Individual Rent Adjustment (IRA) decision, or a Certificate of Permissible Rent Level, the determination of permissible rent level shall be made in accordance with Regulation 1005. In such case, the requesting party shall mail a copy of the Request for Certificate of Permissible Rent Level to the other party. The Request and the proof of service shall be filed with the Board within ten (10) days of the date of service.

(C) Where the rental unit has not been previously certified, the determination of permissible rent level shall be made in accordance with Regulation 1006. In such case, the requesting party shall personally serve a copy of the Request For Certificate of Permissible Rent Level on the other party. If the Request cannot with reasonable diligence be personally delivered, the Request may be served by leaving a copy at the person's home with a competent member of the household and thereafter mailing a copy to the person at the address. The Request and the proof of service shall be filed with the Board within ten (10) days of the date of service.

(D) The permissible rent levels stated in the certificate reflect the permanent rent ceilings for a rental unit in full compliance with the warranty of habitability and are binding and conclusive unless appealed pursuant to Regulation 1007 or redetermined pursuant to Regulation 1009. Notwithstanding the issuance and finality of a Certificate of Permissible Rent Level, the certified rent levels are subject to temporary adjustment pursuant to Regulation 1269(B).