[Place on LHA Letterhead]

[Date], 2024

[Head of Household]

[Address]

**NOTICE OF LEASE AMENDMENT**

Dear [XHA] Household,

This Notice informs you of changes to your lease. The changes are explained below, and a copy of a lease addendum reflecting these changes is attached. Because these changes are required due to changes in law, in accordance with Section XX of your lease, **the lease amendments are effective thirty (30) days from the date of this Notice**. As a condition of continued occupancy, you will be required to sign the lease addendum at your next redetermination.

LEASE CHANGES:

**Section III** is being amended to correspond to changes to the Executive Office of Housing and Livable Communities (“EOHLC”) heat deduction schedule. The updated heat deduction schedule doubles the standard deduction that can be claimed by households who pay their own heating bill and also creates an additional deduction for households paying for electric heat.

**Section V(C)** is being amended to correspond with changes to the definition of Personal Care Attendant (“PCA”) contained in 760 CMR 6.03. The changes to the lease clarify that PCAs must be paid for their services, that full-time live-in PCAs must be deemed a household member for purposes of determining appropriate unit size and that, if a household seeks to add a PCA to the lease as a household member, the tenant must request that the PCA be added as an approved household member pursuant to Section XII of the lease and 760 CMR 5.03: Family (Household)(b).

**Section VIII(G)** is being amended to correspond to changes to the Massachusetts State Sanitary Code requiring landlords to clearly indicate whether they are providing tenants with a refrigerator.

**Section VIII(H)** is being amended to correspond to changes to Massachusetts law related to obligations of landlords to re-key locks for victims of domestic violence, rape, sexual assault, or stalking. The amendment clarifies that the [XHA] is required to re-key the locks of victims of domestic violence, rape, sexual assault, or stalking within 48 hours of receiving a request.

**Section X(C)(7)** is being amended to correspond to changes to 760 CMR 6.06(6)(f) which make the previously optional six-month exemption for overincome households mandatory and also allows, but does not require, LHAs to allow an additional six-month exemption.

**Please note** that the amended lease also makes minor technical changes to reflect the former Department of Housing and Community Development changing names to the Executive Office of Housing and Livable Communities.

Attachment: Lease Addendum