

NYC DEPARTMENT OF FINANCE • PROGRAM OPERATIONS DIVISION SENIOR CITIZEN RENT INCREASE EXEMPTION (SCRIE) DISABILITY RENT INCREASE EXEMPTION (DRIE) TRANSFER APPLICATION

Please mail this completed application with all required documents to:

NYC Department of Finance - Rent Freeze Program, P.O. Box 3179, Union, NJ 07083

SECTION 1 - GENERAL APPLICATION INFORMATION

Use this application to transfer from DRIE to SCRIE or from SCRIE to DRIE. This application must be submitted at least (60) days before the lease or rental agreement's expiration date to ensure there is no lapse in your benefit coverage.

- You may want transfer from DRIE to SCRIE if you are now 62 years old. Please be aware there is nothing in the law that requires someone who has DRIE to apply for SCRIE at age 62.
- You may want to transfer to SCRIE, if you are a surviving family member, spouse, or domestic partner of a recently deceased DRIE beneficiary who meets the age requirement of 62 for SCRIE, but not the disability requirement for DRIE. Please note that you must have been listed as a household member on the beneficiary's DRIE application.
- You may want to transfer to DRIE, if you are a surviving family member, spouse, or domestic partner of a recently deceased SCRIE beneficiary who is less than 62 years of age with a qualifying federal disability benefit. Please note that you must have been listed as a household member on the beneficiary's SCRIE application.
- To qualify for SCRIE, the total household income for the prior calendar year must be \$50,000 or less.
- To qualify for DRIE, the total household income for the prior calendar year must be \$50,000 or less.
- For DRIE, you must be receiving Supplemental Security Income (SSI), Social Security Disability Income (SSDI), VA Disability Pension, VA Compensation or Disability-related Medicated at the time of the transfer. If you are not currently receiving any of the above disability benefits when filing for the transfer, you will not be eligible for DRIE.
- If you are approved for a transfer to SCRIE or to DRIE, in most cases the SCRIE or DRIE frozen rent will not change and will remain the same once you have transferred.

SECTION 2 - TRANSFER APPLICANT INFORMATION

1.	If you would like to transfer the current benefit from DRIE to SCRIE, enter DRIE ID number:							
2.	If you would like to transfer the current benefit from SCRIE to DRIE, enter SCRIE docket number:							
3.	Applicant Name:							
	FIRST	LAST						
4.	Address:	Apt. #:						
	City:	Zip Code:						
5.	Social Security	6. Date of						
	Number:	Birth:						
7		8. Date of Death						
7.	beneficiary (if applicable):							
~		MONTH / DAY / YEAR						
9.	Relationship to DRIE or SCRIE beneficiary (if applicable):							
	ECTION 3 - TENANT REPRESENTATIVE							
You can have copies of your notices sent to another person (in addition to you). If you would like to add a representative, please complete the following:								
1. Name of 2. Email								
		ddress:						
3.		5. Apt. #:						
	NUMBER Zip STREET NAME	-						
6.	City: 7. Code: 8. Tel	lephone ()						

FOR OFFICE USE ONLY

SECTION 4 - HOUSEHOLD MEMBERS AND INCOME									
Please list all household members including yourself and any deceased DRIE or SCRIE beneficiary and their income for the prior calendar year.									
HOUSEHOLD	SOCIAL SECURITY	PENSION	WAGES	INTEREST	PUBLIC	OTHER			
MEMBERS	INCOME - SSA, SSI, SSD			& DIVIDENDS	ASSISTANCE	INCOME			
SELF									
NAME:									
DATE OF BIRTH:									
SSN:									
NAME:									
DATE OF BIRTH:									
SSN:									
If there are more than 3 household members, please provide information on a separate sheet.									
SECTION 5 - CERTIFICATION									
I hereby affirm under penalties provided by law that I currently reside at this address and have examined this application and the									
accompanying documents, and, to the best of my knowledge and belief, the information provided herein is true, correct and complete.									

I understand and agree that if I fail to disclose all household income, including income of tenants (family or non-family) or any changes to the number of household residents, I may be held responsible to repay the City the full amount of any SCRIE or DRIE benefits received improperly plus any interest charges.

I authorize the release of my information to other agencies for the purpose of determining my eligibility for other entitlements or benefits. I authorize the Department of Finance to review my state and federal income tax returns to verify my income

Signature of Tenant

Print Name

Date

The Federal Privacy Act of 1974, as amended, requires agencies requesting Social Security Numbers to inform individuals from whom they seek this information as to whether compliance with the request is voluntary or mandatory, why the request is being made and how the information will be used. The disclosure of Social Security Numbers for applicants and income-earning occupants is mandatory and is required by section 11-102.1 of the Administrative Code of the City of New York. Such numbers disclosed on any report or return are requested for tax administration purposes and will be used to facilitate the processing of reports and to establish and maintain a uniform system for identifying taxpayers who are or may be subject to taxes administered and collected by the Department of Finance. Such numbers may also be disclosed as part of information contained in the taxpayer's return to another department, person, agency or entity as may be required by law, or if the applicant or income-earning occupants gives written authorization to the Department of Finance.

STOP! Final Checklist Before You Mail!

- Did you complete all questions on the application, sign and date the application?
- Did you include proof of age such as birth certificate, passport, or other government- issued identification?
- Did you include a copy of the death certificate for a deceased SCRIE or DRIE beneficiary, if applicable?
- □ For Rent Stabilized Apartments: Did you include a copy of your current lease signed by both you and your landlord? Please note: The lease must clearly state terms of either a one- or a two-year lease.
- □ For Rent Controlled Apartments: Did you include a copy of the Notice of Maximum Collectible Rent (MCR Form No. RN-26) and the Certification of Fuel Cost Adjustment (Form No. RA33.10) for the current year?
- □ For Rent Regulated Rooms and Hotels: Did you include a copy of a rent increase letter signed by your landlord and a copy of the DHCR Rent History or DHCR apartment registration?
- □ Did you include proof of succession rights such as current, revised lease or rental agreement in your name, letter from the landlord or court documents stating you have been granted succession rights, if applicable?
- □ Did you include proof of income for all household members for the prior calendar year? You must also include the income for the deceased SCRIE or DRIE beneficiary for the prior calendar year, if applicable.

GENERAL INFORMATION AND ASSISTANCE

If you need help or have questions please contact 311 or visit <u>nyc.gov/contactscrie</u> or <u>nyc.gov/contactdrie</u> You can visit our SCRIE office at 66 John Street, 3rd floor, New York, NY. We are open Monday through Friday, between 8:30 AM and 4:30 PM.