NYC Finance

SCRIE

NYC DEPARTMENT OF FINANCE ● PROGRAM OPERATIONS DIVISION

SCRIE TAX ABATEMENT CREDIT (TAC) ADJUSTMENT APPLICATION FOR OWNER/AGENTS

Instructions: Use this form if you are an owner/agent with updated Fuel cost (FCA) or Maximum Collectible Rent (MCR) information or if you wish to apply for an adjustment to the SCRIE applicant's TAC amount due to an MCI increase, J-51 reduction or a rent discrepancy (i.e. Casado v. Markus, lease adjustment, preferential rent, etc.). Mail this completed application with supporting documentation to: **NYC Department of Finance, Attn: Rent Freeze Program - SCRIE, P.O. Box 3179, Union, NJ 07083**

SECTION 1 - OWNER/AGENT INFORMATION

1. Owner/ Agent: a. _____ (COMPANY NAME) b. _____ (CONTACT PERSON)

2. Property Address: _____ (NUMBER) _____ (STREET NAME) _____ (CITY AND STATE) _____ (ZIP CODE)

3. Telephone Number: (____) _____ 4. Email Address: _____

5. List each SCRIE Docket Number for which you are requesting an adjustment. Please attach additional sheet (s) if necessary.

_____ _____ _____ _____ _____

_____ _____ _____ _____ _____

_____ _____ _____ _____ _____

SECTION 2 - EXEMPTIBLE INCREASE

FCA, MCR, MCI and J-51 Increases must be approved by DHCR. The following is a list of some increases that are not covered by SCRIE: doormen, maid service, air conditioning, painting, garages, parking, storage facility and security deposits. Please check reason for the adjustment below and attach the corresponding DHCR Order(s)/Increase Document(s). If the adjustment is not for any of the DHCR approved increases but is due to a rent discrepancy or other reason (i.e. Casado v. Markus, lease adjustment, preferential rent, etc.), please check other below and attach a detailed explanation as to why you believe the TAC must be adjusted. **Please note: SCRIE does not honor preferential rent unless the lease rider specifically states that the preferential rent is for the lifetime of the tenancy or if the tenant resides in a Lower Income Housing Tax Credit (LIHTC) apartment.**

10. Reason for Adjustment (check one):

❑ MCR/FCA ❑ MCI ❑ J-51 ❑ Preferential Rent ❑ Other (Explain) _____

_____

SECTION 3 - CERTIFICATION

I certify that all information contained in this application is true and correct to the best of my knowledge and belief. I understand that willful making of any false statement of material fact herein will subject me to the provisions of law relevant to the making and filing of false instruments and will render this application null and void.

_____ Signature of Owner/Agent _____ Date

_____ Signature of Preparer (If other than owner/agent) _____ Date

DID YOU REMEMBER TO:

- ✔ **Sign Your Application?**
- ✔ **Check the Reason for Adjustment?**
- ✔ **Attach DHCR Approved Order(s) /Supporting and/or increase documents?**

GENERAL INFORMATION AND ASSISTANCE

For further information and instructions or if you have questions please contact 311 or visit nyc.gov/contactscrie **or** you can visit our SCRIE office at 66 John Street, 3rd Floor, New York, N.Y. We are open Monday through Friday, between 8:30 AM and 4:30 PM