

Notice Date: _____

Notice of DSS/HRA/DHS Use of Housing and Community Renewal (HCR) Data

We are writing to inform you of a new data match that will be used by our Agency in the administration of rental assistance programs. This notice is being sent to landlords participating in the CityFHEPS program.

As part of the CityFHEPS Landlord Requirements included in the CityFHEPS Landlord Package for Apartment Rentals form (**DSS-8f**), CityFHEPS landlords must attest to the following:

The rent charged in the lease is at or below the legal rent, if any, for the Unit as established by federal, state, or local law or regulations. If I falsely claim that a unit is not rent regulated or charge a rent amount above the legally allowable rent, DSS may adjust the rent amount as appropriate, recoup any overcharges, and may pursue legal action.

This notice is to inform landlords participating in the CityFHEPS program that DSS/HRA/DHS will begin using data from the New York Division of Housing and Community Renewal (DHCR) to check the rent stabilization status and maximum legal rent amount of each apartment unit entered for clearance and each unit at the time of lease renewal. By participating in the CityFHEPS program, including by entering this unit for clearance and/or a submitting a renewal (new) lease for a rent increase, you are agreeing to this use of DHCR data related to the apartment. DSS/HRA/DHS may conduct the match between CityFHEPS renewal periods.

Thank you for your continued partnership in providing affordable housing to New Yorkers.