



**Notice of Increase in 2016-17 Maximum Base Rent and Maximum Collectible Rent Computation (Short Form)**

**Mailing Address of Tenant:**

Name: \_\_\_\_\_  
 Number/Street: \_\_\_\_\_  
 \_\_\_\_\_ Apt. No: \_\_\_\_\_  
 City: \_\_\_\_\_  
 State, Zip Code: \_\_\_\_\_

**Mailing Address of Owner/Managing Agent:**

Name: \_\_\_\_\_  
 Number/Street: \_\_\_\_\_  
 \_\_\_\_\_  
 City: \_\_\_\_\_  
 State, Zip Code: \_\_\_\_\_

Subject Building: \_\_\_\_\_  
 Number and Street Apartment or Room Number City, State, Zip Code

Note: Notice Form RN-26-Long Form should be used to compute the Maximum Base Rent (MBR) for an apartment which requires the following MBR adjustments: owner paid gas and/or electricity; rent adjustments after August 1, 1970. This short form is not designed for that purpose.

**Read Page 2 and 3 of This Form Before Making Any Entries Below**

Effective Date of 2016-17 MBR Order of Eligibility \_\_\_\_/\_\_\_\_/\_\_\_\_

**Part A: Computation of 2016-17 Maximum Base Rent**

1. Enter 2014-15 MBR as shown on last 2014-15 MBR Notice. Do not include Fuel Cost Adjustment(s). \$ \_\_\_\_\_ (1)
2. 2016-17 Standardized Increase Factor. 1.096 (2)
3. 2016-17 MBR, Multiply Line 1 by Line 2 or if 2014-15 MBR increases were not granted make entry as specified in Instruction 5 or 6 on Page 2. \$ \_\_\_\_\_ (3)

**Part B: Computation of Maximum Collectible Rent**

4. Maximum Collectible Rent on December 31, 2015. Do not include Fuel Cost Adjustment(s). \$ \_\_\_\_\_ (4)
5. Multiply Line 4 by 1.075. \$ \_\_\_\_\_ (5)
6. Maximum Collectible Rent on the above Effective Date of the 2016-17 MBR Order of Eligibility. If Line 4 is greater than Line 3, enter amount from Line 4; otherwise, enter the amount from Line 3 or Line 5, whichever is less. \$ \_\_\_\_\_ (6)
7. Enter Total Fuel Cost Adjustment(s). \$ \_\_\_\_\_ (7)

**To Senior Citizens and Disabled Tenants:**

8. If the tenant has a valid Senior Citizen or Disability Rent Increase Exemption Order, the Maximum Collectible Rent is: \$ \_\_\_\_\_ (8)
9. Enter that portion of Fuel Cost Adjustment(s) payable by a senior citizen or disabled tenant who has a currently valid exemption. If none, enter -0-. (Owner enters amount if tenant has current valid exemption). \$ \_\_\_\_\_ (9)

Any person holding a currently valid Senior Citizen Rent Increase Exemption Order (SCRIE) or a Disability Rent Increase Exemption Order (DRIE) is not required to pay any portion of the rent increase indicated above which causes the monthly rent to exceed one-third of the tenant's monthly disposable income. A currently valid Rent Increase Exemption Order is renewed automatically for six months during which time the tenant must have completed and filed a Renewal Application with the New York City Department of Finance.

Senior citizens including Supplemental Security Income (SSI) recipients, 62 or older and disabled tenants 18 or older with an aggregate household net disposable income of \$50,000 or less, who do not have rent increase exemption orders may be eligible for an exemption. Contact the NYC Department of Finance at 311 for further information.

## To The Owner

### A. When to Use This Form

1. This form is to be used to compute the Maximum Base Rent and Maximum Collectible Rent for a rent controlled apartment where there have been no adjustments (increases or decreases) to the Maximum Base Rent other than the Standardized Increase Factor. If an apartment has had rent adjustments, Notice Form RN-26-Long Form should be used to properly reflect the adjustments in the Maximum Base Rent.
2. If Notice Form RN-26-Long Form was used to calculate previous MBRs, Notice Form RN-26-Long Form must be used to calculate the 2016-17 MBR.

This rent increase is not collectible from any tenant who has a Division of Housing and Community Renewal (DHCR) rent reduction order currently in effect for failure to provide or maintain an essential service as defined in 9 NYCRR 2202.3(b)(2). The increase is only collectible as of the first rent payment date after the effective date of a rent restoration order issued by DHCR finding all such services to have been restored.

### B. How To Use This Form

3. The owner must complete and sign a copy of this Notice and serve it upon the tenant of the subject apartment. A Master Building Rent Schedule (RMB-2016) listing the Maximum Base Rent, Maximum Collectible Rent and Fuel Cost Adjustment(s) for all rent controlled housing accommodations in the subject building must be completed by the owner and submitted to DHCR **within 60 days of the issuance of the 2016-17 Order of Eligibility or Computed Order of Eligibility.**
4. **If 2014-15 MBR increases were granted** for subject building, start computation of the 2016 Maximum Base Rent on Part A, Line 1.
5. **If 2014-15 MBR increases were denied for subject building, and your last MBR increases were granted for;**
  - a. 2012-13; multiply the 2012-13 MBR by 1.187 to determine the 2016 MBR, or
  - b. 2010-11; multiply the 2010-11 MBR by 1.280 to determine the 2016 MBR, or
  - c. 2008-09; multiply the 2008-09 MBR by 1.445 to determine the 2016 MBR, or
  - d. 2006-07; multiply the 2006-07 MBR by 1.532 to determine the 2016 MBR, or
  - e. 2004-05; multiply the 2004-05 MBR by 1.657 to determine the 2016 MBR, or
  - f. 2002-03; multiply the 2002-03 MBR by 1.943 to determine the 2016 MBR, or
  - g. 2000-01; multiply the 2000-01 MBR by 2.147 to determine the 2016 MBR, or
  - h. 1998-99; multiply the 1998-99 MBR by 2.239 to determine the 2016 MBR, or
  - i. 1996-97; multiply the 1996-97 MBR by 2.324 to determine the 2016 MBR, or
  - j. 1994-95; multiply the 1994-95 MBR by 2.394 to determine the 2016 MBR, or
  - k. 1992-93; multiply the 1992-93 MBR by 2.745 to determine the 2016 MBR, or
  - l. 1990-91; multiply the 1990-91 MBR by 3.042 to determine the 2016 MBR, or
  - m. 1988-89; multiply the 1988-89 MBR by 3.285 to determine the 2016 MBR, or
  - n. 1986-87; multiply the 1986-87 MBR by 3.824 to determine the 2016 MBR, or
  - o. 1984-85; multiply the 1984-85 MBR by 4.264 to determine the 2016 MBR, or
  - p. 1982-83; multiply the 1982-83 MBR by 4.584 to determine the 2016 MBR, or
  - q. 1980-81; multiply the 1980-81 MBR by 5.088 to determine the 2016 MBR, or
  - r. 1978-79; multiply the 1978-79 MBR by 5.597 to determine the 2016 MBR, or
  - s. 1976-77; multiply the 1976-77 MBR by 6.100 to determine the 2016 MBR, or
  - t. 1974-75; multiply the 1974-75 MBR by 7.443 to determine the 2016 MBR, or
  - u. 1972-73; multiply the 1972-73 MBR by 8.075 to determine the 2016 MBR and enter the result on Part A, Line 3

6. **If the building is being granted MBR increases for the first time**, start the computation of the 2016 Maximim Base Rent on Part A, Line 3, using the Unadjusted 2016 Maximum Base Rent shown on the Computed Order of Eligibility - 2016-17 Maximum Base Rent, Form RO-30C MBR.

**To The Tenant**

1. If you do not understand or agree with the Owner's computations, request a clarification from the owner. If you do not receive a satisfactory explanation, you may submit a "Tenant's Complaint of Rent and/or other Specific Overcharges in Rent Controlled Apartments" (DHCR Form RA-89C.)
2. Challenges to the MBR Order must be filed at Gertz Plaza or any Borough Rent Office on challenge form RA-94 MBR. Challenges should be specific and should relate to lawful requirements, such as those related to certification and/or to whether the effective date of the order was correct. A tenant's challenge must be filed within thirty-five (35) days after receiving from the owner a copy of this Notice of Increase (Form RN-26S). Any party aggrieved by the challenge determination may file a Petition for Administrative Review (PAR) using Form RAR-2 within thirty-five (35) days of the challenge determination issue date.
3. Any appropriate retroactive increase in rent under the 2016-17 Order of Eligibility shall be paid in installments equal to the number of months between the effective date of the Order of Eligibility and your next rent payment date. At your option you may pay the entire retroactive amount in a lump sum.

**Part C: Affirmation**

I, the undersigned, affirm under penalties provided by law, that the computations and statements made on this form, are true and correct to the best of my knowledge and belief or are based on orders received from the Office of Rent Administration, and that I am maintaining and will continue to maintain all essential services furnished or required to be furnished to the subject housing accommodation.

Dated: \_\_\_\_/\_\_\_\_/\_\_\_\_      Signature of Owner, Officer or Agent: \_\_\_\_\_





State of New York  
**Division of Housing and Community Renewal**  
 Office of Rent Administration  
 Web Site: [www.nysdcr.org](http://www.nysdcr.org)

Gertz Plaza  
 92-31 Union Hall Street  
 Jamaica, NY 11433  
 (718) 739-6400

**Docket Number:**

**Notice Of Maximum Collectible Rent:  
 Effective January 1, 2017**

**Mailing Address of Tenant:**

Name: \_\_\_\_\_  
 Number/Street: \_\_\_\_\_ Apt. No: \_\_\_\_\_  
 City, \_\_\_\_\_  
 State, Zip Code: \_\_\_\_\_

**Mailing Address of Owner/Agent:**

Name: \_\_\_\_\_  
 Number/Street: \_\_\_\_\_  
 City, \_\_\_\_\_  
 State, Zip Code: \_\_\_\_\_

Subject Building:

Number and Street

Apartment Number

City, State, Zip Code

**To The Owner**

1. This form is used for a building which received either a 2016-17 Order of Eligibility (Form RO-30 MBR) or a 2016-17 Computed Order of Eligibility (Form RO-30C MBR) issued by the New York State Division of Housing and Community Renewal (DHCR) authorizing Maximum Base Rent (MBR) increases effective prior to January 1, 2017. This form computes the 2017 Maximum Collectible Rent (MCR) and if necessary adjusts the 2016-17 Maximum Base Rent.
2. A signed copy of this Notice must be prepared and served on each rent controlled tenant of the subject building before any increase computed on the reverse side is collectible. Failure to serve this Notice within 60 days of January 1, 2017 or of the issue date of 2016-17 Order of Eligibility, whichever is later, causes this increase to be collectible prospectively only.
3. A 2017 Maximum Base Rent Master Building Rent Schedule Form RMB-2017 listing the rental information for all rent controlled apartments in the subject building must be filed with DHCR within 30 days after this Notice has been served on the tenant. Failure to file may result in revocation of this increase.
4. The information listed on the latest MBR Order of Eligibility must be used to complete this form even if the order is under challenge or Petition for Administrative Review. If a determination results in a corrected 2016 MBR Order, corrected copies of this Notice must be served on the tenants and a corrected Master Building Rent Schedule must be filed with DHCR.

**To The Tenant**

5. You must have been served previously with the following documents before this form can be used for computing any additional rent increases:  
 A copy of 2016-17 Order of Eligibility (Form RO-30 MBR) or Computed Order of Eligibility (Form RO-30C MBR) containing the DHCR Docket Number, plus  
 A Notice of Increase in 2016-17 Maximum Base Rent and Maximum Collectible Rent Computation (Short Form) RN-26S or (Long Form) RN-26.
6. If you do not understand or agree with the owner's computations, request an explanation from the owner. If you do not receive a satisfactory explanation, you may submit a "Tenant's Complaint of Rent and/or Other Specific Overcharges in Rent Controlled Apartments" (DHCR Form RA-89C).
7. Any appropriate retroactive increase in rent under this Notice (see Number 2 above) shall be paid in installments equal to the number of months between January 1, 2017 and your next rent payment date. At your option, you may pay the retroactive amount in a lump sum.

**To The Senior Citizen and Disabled Tenants**

Senior citizens and disabled tenants with currently valid Rent Increase Exemption Orders (SCRIE or DRIE) need not pay that part of the rent increase which causes the Maximum Collectible Rent to exceed one-third of their monthly disposable income. A currently valid Rent Increase Exemption Order is renewed automatically for six months, during which time the tenant must have completed and filed a Renewal Application with the New York City Department of Finance.

Senior citizens including Supplemental Security Income (SSI) recipients, 62 or older and disabled tenants 18 or older with an aggregate household net disposable income of \$50,000 or less, who do not have rent increase exemption orders may be eligible for an exemption. Contact the NYC Department of Finance at 311 for further information.

Rent Increase Exemption Order (DRIE) is not required to pay any portion of the rent increase indicated above which causes the monthly rent to exceed one-third of the tenant's monthly disposable income. A currently valid Rent Increase Exemption Order is renewed automatically for six months during which time the tenant must have completed and filed a Renewal Application with the New York City Department of Finance.

**Part A - Eligibility**

The following information must be copied from the 2016-17 Order of Eligibility or Computed Order of Eligibility.

Effective Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Issue Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Docket Number: \_\_\_\_\_ BR

Note: If the Effective Date of the 2016-17 MBR Order is after December 31, 2016, do not use this form. Use either form RN-26S or form RN-26 to compute collectible increases allowed during the 2016-17 MBR cycle.

The Fuel Cost Adjustment is a separate component of rent and is not to be added to the MBR or MCR for the purposes of the adjustments shown below.

**Part B - Computation Of Adjusted 2017 Maximum Base Rent**

- 1. Enter Adjusted 2016 Maximum Base Rent. \$ \_\_\_\_\_ (1)  
(This amount appears on the 2016 Master Building Rent Schedule in column titled "Adjusted 2016 Maximum Base Rent" and on Line 3 of Notice of Increase Form RN-26S or Line 9 of Notice of Increase Form RN-26).
- 2. Enter net total of all services, equipment and major capital improvement rent adjustments (increases and decreases) granted between January 1, 2016 and December 31, 2016. If labor cost rent adjustments were granted between January 1, 2016 and December 31, 2016, include in this net total the appropriate monthly Labor Cost Adjustment Modification that appeared on the Labor Cost Order(s). Do not include Fuel Cost Adjustments. \$ \_\_\_\_\_ (2)
- 3. Adjusted 2017 Maximum Base Rent (Total of Lines 1 and 2). \$ \_\_\_\_\_ (3)

**Part C - Computation of 2017 Maximum Collectible Rent**

- 4. Enter Maximum Collectible Rent on December 31, 2016. Do not include Fuel Cost Adjustments. \$ \_\_\_\_\_ (4)
- 5. Multiply Line 4 by 1.075 \$ \_\_\_\_\_ (5)
- 6. Maximum Collectible Rent on January 1, 2017. \$ \_\_\_\_\_ (6)  
(If Line 4 is greater than Line 3, enter the amount from Line 4. Otherwise enter the amount from Line 3 or Line 5, whichever is less.)
- 7. Enter net total of all service, equipment, major capital improvement and labor cost rent adjustments (increases or decreases) granted between January 1, 2017 and the date of this Notice. Do not include Fuel Cost Adjustments. \$ \_\_\_\_\_ (7)
- 8. Current Maximum Collectible Rent without Senior Citizen or Disability Exemption and Fuel Cost Adjustment. \$ \_\_\_\_\_ (8)  
(Total of Lines 6 and 7.)
- 9. Enter Fuel Cost Adjustment (without Senior Citizen or Disability Exemption). \$ \_\_\_\_\_ (9)
- 10. Rent Payable by Tenant (Total of Lines 8 and 9). \$ \_\_\_\_\_ (10)

**To Senior Citizens and Disabled Tenants:**

- 11. If the tenant has a valid Senior Citizen or Disability Rent Increase Exemption Order the Maximum Collectible Rent is: (Owner, enter amount if tenant has current valid exemption.) \$ \_\_\_\_\_ (11)
- 12. Enter that portion of Fuel Cost Adjustment payable by senior citizen or disabled tenant who has a current valid exemption. If none, enter - 0 -. \$ \_\_\_\_\_ (12)

**Part D - Affirmation and Certification**

Subject Building: \_\_\_\_\_  
Number and Street Apartment Number City, State, Zip Code

I, \_\_\_\_\_, the owner or \_\_\_\_\_ affirm under penalties provided  
(please print name) (indicate appropriate title)

by law, that the computations and statements made on this form are true and correct to the best of my knowledge and belief based on Orders received from the Office of Rent Administration, and that I am maintaining and will continue to maintain all essential services furnished or required to be furnished to the subject building.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Signature of Owner, Officer or Agent: \_\_\_\_\_



**B. If Owner Pays for Gas**

An MBR was last granted for:

Make the following entry on:

	Line 6
1972 - 73 or is being granted for the first time _____	\$ 86.82
1974 - 75 _____	\$ 68.94
1976 - 77 _____	\$ 65.78
1978 - 79 _____	\$ 57.48
1980 - 81 _____	\$ 53.44
1982 - 83 _____	\$ 45.65
1984 - 85 _____	\$ 33.55
1986 - 87 _____	\$ 33.91
1988 - 89 _____	\$ 37.68
1990 - 91 _____	\$ 37.80
1992 - 93 _____	\$ 42.17
1994 - 95 _____	\$ 33.26
1996 - 97 _____	\$ 36.48
1998 - 99 _____	\$ 26.04
2000 - 01 _____	\$ 32.66
2002 - 03 _____	(\$ 1.35)
2004 - 05 _____	(\$ 3.83)
2006 - 07 _____	(\$14.81)
2008 - 09 _____	(\$31.37)
2010 - 11 _____	(\$48.08)
2012 - 13 _____	(\$22.14)
2014 - 15 _____	\$ 0.22

6. Enter the appropriate amount shown above for Line 6. \_\_\_\_\_(6)
7. Enter total Lines 5 and 6. For the total gas and/or electricity adjustment for this apartment,  
enter this amount in Part B Line 7 on Notice Form RN-26-Long Form. \_\_\_\_\_(7)









State of New York  
 Division of Housing  
 and Community Renewal  
 Office of Rent Administration  
 MBRS File  
 Gertz Plaza  
 92-31 Union Hall Street  
 Jamaica, New York 11433  
 Web Site: [www.nyshcr.org](http://www.nyshcr.org)

Docket Number: \_\_\_\_\_

**2016 Maximum Base Rent  
 Master Building Rent Schedule**

**TO FILE THIS FORM ONLINE GO TO: [www.nyshcr.org/rent](http://www.nyshcr.org/rent) and select Online Services**

Filing Instructions: Owner must list all information below as it appears on the Notice Form RN-26S or RN-26 that will be served on each controlled tenant in the subject building. Mail this form to DHCR within 60 days of the issuance date of the Order of Eligibility or the Computed Order of Eligibility. Failure to file may result in revocation of the increase.

Subject Building  
 Number and Street: \_\_\_\_\_

Total Number of Apartments: \_\_\_\_\_

City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Number of Controlled Apartments: \_\_\_\_\_

Effective Date of Order of Eligibility: \_\_\_\_/\_\_\_\_/\_\_\_\_

Apartment Number	Tenant	Adjusted 2016 Maximum Base Rent (RN-26S Ln. 3/RN-26 Ln. 9)	Maximum Collectible Rent			MCR Senior Citizen and Disabled tenant Exempt Rent (RN-26S Ln. 8 RN-26 Ln. c*)
			12/31/2015 (RN-26S Ln. 4 RN- 26 Ln. 10)	1/1/2016 or eff. date of order (RN-26S Ln. 6 RN-26 Ln. 12)	Current (RN-26 Ln. 6 RN-26 Ln. 14)	

**Owner/Managing Agent**

**Affirmation and Certification**

Name: \_\_\_\_\_

I affirm under penalties provided by law, that the information reported on this form is from the computations made on the 2016 tenant's Notice of Increase in the 2016-17 MBR and MCR Computation form (RN-26S or RN-26 ) which I have served on each controlled tenant as listed within the last 60 days and that the information is true and correct to the best of my knowledge and belief.

Number and Street: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Dated: \_\_\_\_/\_\_\_\_/\_\_\_\_ Signature: \_\_\_\_\_

\*RN-26 Ln.c can be found in Part A on the front page of the form RN-26.









**Notice of Increase in 2016-17 Maximum Base Rent and Maximum Collectible Rent Computation (Long Form)**

**Mailing Address of Tenant:**

Name: \_\_\_\_\_  
 Number/Street: \_\_\_\_\_  
 \_\_\_\_\_  
 City: \_\_\_\_\_  
 State, Zip Code: \_\_\_\_\_

**Mailing Address of Owner/Managing Agent:**

Name: \_\_\_\_\_  
 Number/Street: \_\_\_\_\_  
 Apt. No: \_\_\_\_\_  
 City: \_\_\_\_\_  
 State, Zip Code: \_\_\_\_\_

Subject Building: \_\_\_\_\_  
   Number and Street    Apartment or Room Number    City, State, Zip Code

**Part A**

This Long Form is used to compute the Maximum Base Rent (MBR) for an apartment requiring the following MBR adjustments:

- Owner paid for gas and/or electricity
- Rent adjustments after August 1, 1970 (Example: Major Capital Improvements, new equipment, etc.)
- Section 2202.11 labor cost adjustments.

If none of these adjustments apply, use Notice Form RN-26S (Short Form).

If the Long Form was previously used to calculate adjustments to MBRs, you must use this form to calculate the 2016-17 MBR. If the 2016-17 MBR Order of Eligibility was effective before January 1, 2017, you should use form RN-26s.1 to calculate adjusted MBRs and Maximum Collectible Rents (MCRs) effective January 1, 2017.

- a. Effective Date of 2016-17 MBR Order of Eligibility: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- b. 2016-17 MBR as Adjusted; enter from Part B, Line 9 -- Page 3    \$ \_\_\_\_\_  
 Adjusted Maximum Collectible Rent; enter from Part C, Line 14 -- Page 3    \$ \_\_\_\_\_

**To Senior Citizens and Disabled Tenants**

- c. If the tenant has a valid Senior Citizen or Disability Rent Increase Exemption (SCRIE or DRIE) Order, the Maximum Collectible Rent is: \$ \_\_\_\_\_  
 (Owner to enter amount actually collectible from tenant if tenant has a currently valid exemption).
- d. Enter that portion of Fuel Cost Adjustment(s) payable by a senior citizen or disabled tenant who has a currently valid exemption (SCRIE or DRIE). If none, enter - 0 - \$ \_\_\_\_\_

Any person holding a currently valid Senior Citizen Rent Increase Exemption Order (SCRIE) or a Disability Rent Increase Exemption Order (DRIE) is not required to pay any portion of the rent increase indicated above which causes the monthly rent to exceed one-third of the tenant's monthly disposable income. A currently valid Rent Increase Exemption Order is renewed automatically for six months, during which time the tenant must have completed and filed a Renewal Application with the New York City Department of Finance.

Senior citizens including Supplemental Security Income (SSI) recipients, 62 or older and disabled tenants 18 or older with an aggregate household net disposable income of \$50,000 or less, who do not have rent increase exemption orders may be eligible for an exemption. Contact the NYC Department of Finance at 311 for further information.

## Instructions

- I. The owner must complete and sign a copy of this Notice and appropriate Attachments, if any, and serve them on the tenant of the subject apartment. Attachment RMBR-ATT, if appropriate, and a Master Building Rent Schedule (RMB-2016 or RMB-2017, listing the Maximum Base Rent and Maximum Collectible Rent for all controlled housing accommodations in the building must be completed and filed by the owner at the above address, within 60 days of the issuance of the 2016-17 Order of Eligibility.

This MCR increase is not collectible from any tenant who has a Division of Housing and Community Renewal (DHCR) Rent Reduction Order currently in effect for failure to provide or maintain an essential service as defined in Section 2202.3(b)(2) of the Rent and Eviction Regulations. The increase is only collectible as of the first rent payment date after the effective date of an order issued by DHCR finding all such essential services to have been restored.

- II. If 2014-15 MBR increases were granted for the building, start calculation of Adjusted 2016 Maximum Base Rent in Part B, Line 1
- III. If 2014-15 MBR increases were denied for the building and the last MBR increases were granted for:
  - a. 2012-13; multiply the 2012-13 MBR by 1.187 to determine the 2016 MBR, or
  - b. 2010-11; multiply the 2010-11 MBR by 1.280 to determine the 2016 MBR, or
  - c. 2008-09; multiply the 2008-09 MBR by 1.445 to determine the 2016 MBR, or
  - d. 2006-07; multiply the 2006-07 MBR by 1.532 to determine the 2016 MBR, or
  - e. 2004-05; multiply the 2004-05 MBR by 1.657 to determine the 2016 MBR, or
  - f. 2002-03; multiply the 2002-03 MBR by 1.943 to determine the 2016 MBR, or
  - g. 2000-01; multiply the 2000-01 MBR by 2.147 to determine the 2016 MBR, or
  - h. 1998-99; multiply the 1998-99 MBR by 2.239 to determine the 2016 MBR, or
  - i. 1996-97; multiply the 1996-97 MBR by 2.324 to determine the 2016 MBR, or
  - j. 1994-95; multiply the 1994-95 MBR by 2.394 to determine the 2016 MBR, or
  - k. 1992-93; multiply the 1992-93 MBR by 2.745 to determine the 2016 MBR, or
  - l. 1990-91; multiply the 1990-91 MBR by 3.042 to determine the 2016 MBR, or
  - m. 1988-89; multiply the 1988-89 MBR by 3.285 to determine the 2016 MBR, or
  - n. 1986-87; multiply the 1986-87 MBR by 3.824 to determine the 2016 MBR, or
  - o. 1984-85; multiply the 1984-85 MBR by 4.264 to determine the 2016 MBR, or
  - p. 1982-83; multiply the 1982-83 MBR by 4.584 to determine the 2016 MBR, or
  - q. 1980-81; multiply the 1980-81 MBR by 5.088 to determine the 2016 MBR, or
  - r. 1978-79; multiply the 1978-79 MBR by 5.597 to determine the 2016 MBR, or
  - s. 1976-77; multiply the 1976-77 MBR by 6.100 to determine the 2016 MBR, or
  - t. 1974-75; multiply the 1974-75 MBR by 7.443 to determine the 2016 MBR, or
  - u. 1972-73; multiply the 1972-73 MBR by 8.075 to determine the 2016 MBR and enter the result on Part B, Line 5.

The Unadjusted MBR is derived by subtracting the net total of all service, equipment and major capital improvement rent adjustments (increases and decreases) granted between August 1, 1970 and the date of the last MBR Notice from the Adjusted MBR shown on that Notice.

- IV. **If the building is being granted MBR increases for the first time**, start the calculation of the adjusted 2016 Maximum Base Rent in Part B, Line 5, using the Unadjusted 2016 Maximum Base Rent shown on the Computed Order of Eligibility 2016-17 Maximum Base Rent, Form RO-30C MBR.



**Part B -- Computation of Adjusted 2016-17 Maximum Base Rent**

- 1. Enter Adjusted 2015 MBR as shown on last 2014-15 MBR Notice. Do not include Fuel Cost Adjustment(s) or any MBR modification resulting from Labor Cost Adjustment ordered after January 1, 2014. \$ \_\_\_\_\_ (1)
  
- 2. Enter net total of all service, equipment and Major Capital Improvement rent adjustments (increases and decreases) granted between August 1, 1970 and the date of the last 2014-15 MBR Notice (RN-26, RN-26s.1). \$ \_\_\_\_\_ (2)
  
- 3. Unadjusted 2014-15 MBR. Subtract Line 2 from Line 1. \$ \_\_\_\_\_ (3)
  
- 4. 2016-17 Standardized Increase Factor. \$ 1.096 (4)
  
- 5. Unadjusted 2016-17 MBR. Multiply Line 3 by Line 4. If 2014-15 MBR increases were not granted, enter amount as specified in Instruction III or IV. \$ \_\_\_\_\_ (5)
  
- 6. Enter net total of all service, equipment and Major Capital Improvement rent adjustments (increases and decreases) granted between August 1, 1970 and December 31, 2015. \$ \_\_\_\_\_ (6)
  
- 7. If the owner pays for gas and/or electricity in this apartment, fill out Attachment For Adjustment of 2016 MBR (RMBR-ATT) to include owner paid gas and/or electricity and enter on this line the amount shown on Line 7 of Attachment (RMBR-ATT page 2). \$ \_\_\_\_\_ (7)
  
- 8. If the owner was granted a labor cost rental adjustment (Section 2202.11 subsequent to January 1, 2014), fill out Attachment For Modification of 2016 MBR (RMBR-ATT, page 2) to include appropriate adjustment for labor cost and enter on this line the amount shown on Line 6 of Attachment. \$ \_\_\_\_\_ (8)
  
- 9. 2016-17 MBR (Adjusted). Enter total of Lines 5 through 8. \$ \_\_\_\_\_ (9)

**Part C -- Computation of Maximum Collectible Rent**

- 10. Maximum Collectible Rent on December 31, 2015. Do not include Fuel Cost Adjustment(s). \$ \_\_\_\_\_ (10)
  
- 11. Multiply Line 10 by 1.075 \$ \_\_\_\_\_ (11)
  
- 12. If Line 10 is greater than Line 9, enter amount from Line 10; otherwise, enter the amount from Line 9 or Line 11, whichever is less. \$ \_\_\_\_\_ (12)
  
- 13. Enter net total of service, equipment and Major Capital Improvement rent adjustments between January 1, 2016 and the date of this Notice, if any. \$ \_\_\_\_\_ (13)
  
- 14. Current Maximum Collectible Rent. Add Line 12 and Line 13. \$ \_\_\_\_\_ (14)
  
- 15. Enter total Fuel Cost Adjustment(s). \$ \_\_\_\_\_ (15)

**To The Tenant**

If you do not understand or agree with the Owner's computations, request a clarification from the owner. If you do not receive a satisfactory explanation, you may submit a "Tenant's Complaint of Rent and/or other Specific Overcharges in Rent Controlled Apartments" (DHCR Form RA-89C).

Challenges to the MBR Order must be filed at Gertz Plaza or any Borough Rent Office on challenge form RA-94 MBR. Challenges should be specific and should relate to lawful requirements, such as those related to certification, and/or to whether the effective date of the Order was correct. A tenant's challenge must be filed within thirty-five (35) days after receiving from the owner a copy of the Notice of Increase (Form RN-26S or RN-26). Any party aggrieved by the challenge determination may file a Petition for Administrative Review (PAR) using Form RAR-2 within thirty-five (35) days of the challenge determination issue date.

Any appropriate retroactive increase in rent according to the 2016-17 Order of Eligibility shall be paid in installments equal to the number of months between the effective date of the Order of Eligibility and your next rent payment date. At your option you may pay the entire retroactive amount in a lump sum.

**Affirmation**

Subject Building: \_\_\_\_\_  
Number and Street
Apartment Number
City, State, Zip Code

I, the undersigned, affirm under penalties provided by law, that the computations and statements made on this form and appropriate Attachments (RMBR-ATT), if any, are true and correct to the best of my knowledge and belief or are based on orders received from the Office of Rent Administration and that I am maintaining and will continue to maintain all essential services furnished or required to be furnished to the subject housing accommodation.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Signature of Owner, Officer or Agent: \_\_\_\_\_