



ANNUAL APARTMENT REGISTRATION 2007

NOTICE: IMPORTANT TENANT INFORMATION ON OTHER SIDE OF FORM

DHCR website: www.dhcr.state.ny.us

<p>1. Building ID Number</p> <hr/> <p>2. Tenant in Occupancy on 4/1/2007: <input type="checkbox"/> Vacant LAST FIRST M.I.</p> <p><input type="checkbox"/> Tenant succeeded to apartment after 6/19/1997</p> <hr/> <p>3. Apartment Street Address</p> <hr/> <p>4. Apartment Number</p> <hr/> <p>5. City, Town, or Village 6. Zip Code (plus 4) NY</p> <hr/> <p>7a. If this apartment is temporarily exempt, indicate the reason below: <input type="checkbox"/> Transient Occupancy in Hotel/SRO <input type="checkbox"/> Commercial/Professional (no c/o) <input type="checkbox"/> Owner Occupied/Employee <input type="checkbox"/> Not Prime Residence/Not-for-Profit <input type="checkbox"/> Other</p> <hr/> <p>7b. If this Apartment became permanently exempt since 2006 Registration, indicate effective date and reason below: Effective Date of Exemption: ____/____/____ Month Day Year <input type="checkbox"/> High Rent Vacancy indicate Last Legal Regulated Rent \$ _____ per <input type="checkbox"/> Month <input type="checkbox"/> Week <input type="checkbox"/> High Rent/High Income (DHCR has issued a final order exempting apartment) <input type="checkbox"/> Commercial/ Professional (with c/o) <input type="checkbox"/> Coop/Condo Occupied by Owner or Non-Protected Tenant <input type="checkbox"/> Substantial Building Rehabilitation <input type="checkbox"/> Other (specify) _____ Qualifying Expiration of: <input type="checkbox"/> Sec 11-243 or 11-244 (J-51) <input type="checkbox"/> Sec 608 <input type="checkbox"/> Sec 421-A</p>	<p>8. Legal Regulated Rent on 4/1/2007 \$ _____ per <input type="checkbox"/> Month <input type="checkbox"/> Week</p> <hr/> <p>9a. If different from Legal Regulated Rent, enter Actual Rent Paid on 4/1/2007 \$ _____ per <input type="checkbox"/> Month <input type="checkbox"/> Week</p> <p>9b. Reason for difference: <input type="checkbox"/> SCRIE or DRIE <input type="checkbox"/> DHCR Rent Reduction Order <input type="checkbox"/> Section 8 <input type="checkbox"/> Preferential Rent <input type="checkbox"/> Appliance Surcharge <input type="checkbox"/> Other (specify): _____</p> <hr/> <p>10. Lease in effect on 4/1/2007 <input type="checkbox"/> None Began On ____/____/____ Expires On ____/____/____ Month Day Year Month Day Year</p> <hr/> <p>11. Rent has changed since 2006 registration due to: (check one or more) <input type="checkbox"/> Second Succession <input type="checkbox"/> Lease Renewal <input type="checkbox"/> Vacancy Lease <input type="checkbox"/> 421-A (2.2%)</p> <hr/> <p>12. Rent changes since 2006 registration due to DHCR rent adjustment order(s): (check one or more) <input type="checkbox"/> Major Capital Improvement <input type="checkbox"/> Fair Market Rent Appeal <input type="checkbox"/> Rent Overcharge <input type="checkbox"/> Hardship</p> <hr/> <p>13. Rent changes since 2006 registration instituted without DHCR order: (specify as many as apply)</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:15%;">Effective Date (month/year)</th> <th style="width:15%;">Monthly Rent Increase</th> <th style="width:70%;">Reason for Increase (check each improvement made in apt)</th> </tr> </thead> <tbody> <tr> <td>____/____</td> <td>\$ _____</td> <td> <input type="checkbox"/> Stove <input type="checkbox"/> Refrigerator <input type="checkbox"/> Dishwasher <input type="checkbox"/> A/C <input type="checkbox"/> Windows <input type="checkbox"/> Other (specify): _____ </td> </tr> <tr> <td>____/____</td> <td>\$ _____</td> <td> <input type="checkbox"/> Stove <input type="checkbox"/> Refrigerator <input type="checkbox"/> Dishwasher <input type="checkbox"/> A/C <input type="checkbox"/> Windows <input type="checkbox"/> Other (specify): _____ </td> </tr> </tbody> </table>	Effective Date (month/year)	Monthly Rent Increase	Reason for Increase (check each improvement made in apt)	____/____	\$ _____	<input type="checkbox"/> Stove <input type="checkbox"/> Refrigerator <input type="checkbox"/> Dishwasher <input type="checkbox"/> A/C <input type="checkbox"/> Windows <input type="checkbox"/> Other (specify): _____	____/____	\$ _____	<input type="checkbox"/> Stove <input type="checkbox"/> Refrigerator <input type="checkbox"/> Dishwasher <input type="checkbox"/> A/C <input type="checkbox"/> Windows <input type="checkbox"/> Other (specify): _____
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<p>14. Owner/Managing Agent (check one) <input type="checkbox"/> Owner <input type="checkbox"/> Managing Agent <input type="checkbox"/> Coop/Condo Owner LAST NAME FIRST NAME M.I.</p> <hr/> <p>Street Address Apartment/Room Number</p> <hr/> <p>City, Town or Village State Zip Code</p>
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Coop or Condo Owner Affirmation

15. I (We) certify that I am (we are) maintaining and will continue to maintain all services furnished or required to be furnished to these premises/housing accommodations by any law, ordinance or regulation applicable to the premises/housing accommodations.

Building Registration ID Number _____

Apartment Number _____

I (We) affirm under penalties provided by law that every statement in this form is complete and accurate, to the best of my (our) knowledge and belief.

Signature of Owner

Date

If other than owner: *

Signature

Date

Title

* Agent may sign acting on behalf of the owner.

Tenant Information 2007 Annual Apartment Registration

Tenant: This form shows information provided by your building owner for the amount of rent you paid on April 1, 2007. Verify that the rent you paid on April 1, 2007 matches either the **Legal Regulated Rent (item 8)** or the **Actual Rent Paid (item 9a)**.

NOTE: If you have a Section 8 rent certificate, the amount you paid is shown on your certificate. Certain changes in rent that are not the result of a lease are allowed by Rent Stabilization and ETPA regulations. These changes are shown in items 12 and 13. Information about these changes is provided below.

Information About Changes in the Legal Regulated Rent

The owner is entitled to increase the rent when a tenant renews a lease or when a new tenant enters into a lease upon moving into an apartment (shown in item 11). The tenant may select a 1 or 2 year renewal or vacancy lease. For renewal leases the maximum permissible increases are established by the Rent Guidelines Board for the County in which the building is located. For vacancy leases, in addition to any vacancy allowances authorized by the Rent Guidelines Board, the owner is entitled to collect the vacancy increases provided by the Rent Stabilization Code or the Tenant Protection Regulations.

In addition to the guideline increases for renewal leases and the vacancy increases authorized by the Rent Guidelines Board and the Rent Stabilization Code or Tenant Protection Regulations, the Legal Regulated Rent may change (increase or decrease) as a result of building wide rent adjustments authorized by the Division of Housing and Community Renewal (DHCR), as shown in item 12, or because of individual apartment improvements, new equipment, furnishings or services, as shown in item 13. Please note that whereas new furnishings, apartment improvements or services are provided while a tenant is in occupancy, a rent increase is permitted only if the tenant consents in writing to such increase. Also, a tenant may request serviceable/reconditioned equipment at no increase in rent. If you believe the Legal Regulated Rent (listed in item 8) is not correct, whether you are paying that amount or a lower amount (listed in item 9a) you **should immediately discuss this information with the building owner. If it cannot be resolved with the owner, you may file an overcharge complaint with DHCR.**

For Additional Information About Registration - If you have any questions concerning rent registration call:

DHCR's Infoline (718) 739-6400 OR toll free 1-(866) 275-3427

Window Guards Save Lives

If you have a child (or children) 10 years old or younger, New York City law requires the owner of your building to install window guards in your apartment and in public areas of the building. The cost of these window guards may be passed along to tenants, however, no more than \$10.00 per window guard may be charged separate from your rent. Families that receive Public Assistance or have Section 8 rent subsidy certificates do not have to pay for the installation of window guards directly.

Si usted cree que la cantidad de su renta es incorrecta o ha sido computada incorrectamente, vea las instrucciones provistas mas abajo para llenar una queja de sobrecargo con relacion a la registracion.

Provisto que el apartamento haya sido propiamente registrado.

Como llenar una queja por sobrecargo.

Los formularios para quejas de sobrecargo (Numero RA-89) pueden ser obtenidos visitando o llamando cualquier oficina de Administracion de Rentas de DHCR.

Inquilino – Conserve Este Documento