



NOTICE TO OWNERS

The Division of Housing and Community Renewal (DHCR) has a policy regarding an architect/engineer's affidavit which may assist you in the processing of your rent restoration application on a building-wide case.

You may include with your application to restore rent an affidavit from a licensed architect or engineer as evidence that the services for which rent was reduced are restored. Unless the tenants oppose your application with other persuasive evidence, your application may be granted without the need for a DHCR inspection.

In order to ensure that the affidavit meets the requirements, it must contain the following information:

1. The affidavit must state that the conditions that are the subject of the application (the conditions found to constitute decreases in the building-wide services) were investigated by the person signing the affidavit and that the conditions do not exist.
2. The affidavit shall specify what conditions were investigated and what the findings were with respect to each condition.
3. The affidavit shall state when the investigation was conducted and must be submitted within a reasonable time after the completion of the investigation.
4. There must be no common ownership or other financial interest between such architect or engineer, and the owner or tenants, and the affidavit shall state that there is no such relationship or other financial interest.
5. The affidavit must also contain a statement that the architect or engineer did not engage in the performance of any work, other than the investigation, relating to the conditions that are the subject of the affidavit, and
6. The affidavit must contain the original signature and professional stamp of the architect or engineer, not a copy.

IF AN AFFIDAVIT IS SUBMITTED THAT DOES NOT MEET THE ABOVE REQUIREMENTS, YOUR SUBMISSION WILL BE CONSIDERED AS PART OF THE RECORD, THE CASE WILL BE PROCESSED IN ACCORDANCE WITH ORDINARY PROCEDURES. FOR ADDITIONAL INFORMATION, THE OWNER MAY CALL DHCR'S INFOLINE AT (718) 739-6400, OR VISIT A BOROUGH OR DISTRICT RENT OFFICE.

