

**DRIE**

NYC DEPARTMENT OF FINANCE • PROGRAM OPERATIONS DIVISION
**DISABILITY RENT INCREASE EXEMPTION
RENEWAL/RECERTIFICATION**

DO NO WRITE IN THIS BOX
OFFICE USE ONLY

Mail to: NYC Department of Finance, Attn: DRIE, 59 Maiden Lane, 22nd Floor, New York, NY 10038
Faxed applications will not be accepted.

Instructions: Use this form if you are presently receiving a DRIE benefit and are recertifying your eligibility for the DRIE benefit. You are required to recertify your eligibility for DRIE benefits at the end of your benefit period on your DRIE order. Please forward the completed, signed application and all necessary documents to the address above. See the reverse for further details regarding required documents. **Be sure to answer all required questions on this form.**

SECTION I - APPLICANT INFORMATION

1. DRIE ID: _____ 2. Social Security Number: _____

3. Name of Applicant with a Disability: a. _____ b. _____
FIRST NAME LAST NAME

4. Address: _____ 5. Apt. #: _____
NUMBER STREET NAME

6. Borough: _____ 7. Zip Code: _____

8. Daytime Phone Number: (____) _____ 9. Email Address: _____

Rent Stabilized tenants only: Please specify the term of your renewal lease below and attach the fully signed lease(s) to this form. If your landlord refused to provide you with a renewal lease, please complete the *Certification by DRIE Renewal Applicant Without a Renewal Lease* and attach it to this renewal form instead. Skip to Section II if you do not live in a rent-stabilized apartment.

10. Lease Term of the Renewal: ☐ 1 Year ☐ 2 Years ☐ Landlord refused to provide a renewal lease (Please attach signed Certification)

SECTION II - ELIGIBILITY INFORMATION

You must provide proof of all disability benefits and other household income for the calendar year preceding the effective date of your DRIE renewal order. Please attach all income and benefit documents to this renewal form.

1. How many people reside in the household? _____

2. How many people in the household receive income of any kind (work, benefits, etc.)? _____

3. Please indicate the total/aggregate household income for the previous year: \$ _____

Household income includes but is not limited to SSI/SSDI/VA benefits, wages, and other income reported on 1099 statements and federal tax returns.

4. Are you receiving any of the following benefits? (Check all that apply)

- ☐ Supplemental Security Income (SSI) ☐ Social Security Disability Insurance (SSDI)
☐ VA Disability Pension or VA Compensation benefits ☐ Disability-related Medicaid and have received either SSI or SSDI in the past

5. Do you receive Section 8 or any other federal housing subsidy? ☐ Yes ☐ No (If "Yes," please attach documentation of the benefit.)

SECTION III - CERTIFICATION

I hereby affirm under penalties provided by law that I have examined this application and the accompanying documents, and, to the best of my knowledge and belief, the information provided herein is true, correct and complete.

I understand and agree that if I fail to disclose all household income, including income of tenants (family or non-family), I may be held responsible to repay the City the full amount of any DRIE benefits received improperly plus any interest charges.

I authorize the release of my information to other agencies for the purpose of determining my eligibility for other entitlements or benefits.

I authorize the Department of Finance to review my state and federal income tax returns to verify my income.

Signature of Applicant with a Disability

Date

Signature of Preparer (If other than applicant)

Date

(SEE REVERSE FOR MORE INFORMATION)

DRIE Renewal/Recert. Rev. 02.13.12

**DRIE RENEWAL/RECERTIFICATION****INCOME / BENEFIT DOCUMENT CHECKLIST**

You are required to document all household income for the calendar year preceding the start date of your DRIE renewal period. For example, if your DRIE renewal period begins on January 1, 2012, you need to provide us with all income documents for calendar year 2011.

The list below includes examples of documents you may need to send to meet this requirement.

BENEFIT INCOME	OTHER INCOME
<ul style="list-style-type: none">• SSI letter (<i>Notice of Change in Payment</i> letter or a printout from a Social Security office.)	<ul style="list-style-type: none">• W-2 and 1099 statements (e.g., pensions, annuities, unemployment) for all household members.
<ul style="list-style-type: none">• SSA-1099, which shows the amount received from SSDI	<ul style="list-style-type: none">• Federal tax returns (Form 1040) with all attached schedules
<ul style="list-style-type: none">• Statement of Veteran's Administration Disability Compensation or Pension benefits	<ul style="list-style-type: none">• Workman's Compensation <i>Notice of Decision</i>
<ul style="list-style-type: none">• Current budget letter from the Human Resources Administration (HRA)	<ul style="list-style-type: none">• If you get assistance from family, friends, or roommates, a signed statement specifying monthly rent assistance

REQUIRED RENTAL DOCUMENTS**Rent Stabilized apartments**

- Renewal leases – The new lease signed by you and your landlord with the lease term specified.
- Preferential rent, Low Income Housing Tax Credit (LIHTC), or 80/20 rider if applicable

Hotel Stabilized apartments

- If your rent has increased, please provide us with a rent stub showing the increase

Rent Controlled apartments

We have asked your landlord to provide us with updated 2012 Fuel Cost and 2012 - 2013 Maximum Base Rent Worksheets for the entire building. Note that you may submit these documents to our office if you choose.

Mitchell-Lama, HDFC cooperative, Limited Dividend, Section 213 cooperative, and Redevelopment apartments

- If your carrying charge has increased since the start of your most recent DRIE benefit, please send a recent HPD or DHCR Commissioner's order, and an updated rent history printout for the past 12 months.