

**DRIE**

NYC DEPARTMENT OF FINANCE • TAX AND PARKING PROGRAM OPERATIONS

**ANNUAL OWNER / AGENT ADJUSTMENT FOR
RENT CONTROLLED APARTMENTS****Mail to: NYC Department of Finance, 59 Maiden Lane, 22nd Floor, New York, NY 10038**

Instructions: Use this form if you are an owner/agent with updated Fuel Cost (FCA) or Maximum Collectible Rent (MCR) or Maximum Base Rent (MBR) information for DRIE tenants. Please complete this form for each affected building and attach DHCR-approved increase documentation.

SECTION I - APPLICANT INFORMATION

1. Owner / Agent: a. _____ b. _____
Company Name Contact Person
2. Contact Person Phone Number: (____) _____ Extension: _____
3. Contact Person Email Address: _____
4. Mailing Address: _____
NUMBER STREET NAME
CITY STATE ZIP CODE
5. Building Property Address: _____
NUMBER STREET NAME
CITY STATE ZIP CODE
6. Building Borough: _____ Block: _____ Lot: _____
7. DRIE ID Numbers: _____
- Please attach additional sheet if needed.

SECTION II - EXEMPTIBLE INCREASE

Increases for FCA, MCR and MBR must be authorized by DHCR. Please specify which type of increase(s) you are requesting for the tenant(s) listed above.

1. Reason for Adjustment (check all applicable boxes):

☐ Fuel Cost Increase☐ Maximum Collectible Rent☐ Maximum Base Rent**SECTION III - CERTIFICATION**

I certify that all information contained in this application is true and correct to the best of my knowledge and belief. I understand that willful making of any false statement of material fact herein will subject me to the provisions of law relevant to the making and filing of false instruments and will render this application null and void.

Signature of Owner / Agent

Date

Signature of Preparer (If other than owner / agent)

Date