



**INSTRUCTIONS FOR SENIOR CITIZEN
OR DISABILITY RENT INCREASE EXEMPTION APPLICATION**

Mail to: Westchester District Rent Office, 75 South Broadway, 3rd Floor, White Plains, N.Y. 10601

ELIGIBILITY REQUIREMENTS

The Rent Increase Exemption Program provides an exemption from rent increases to Westchester or Nassau tenants:

- Who are 62 years of age or older or disabled (see definitions)
- Who live in a rent-regulated apartment
- Whose annual household income qualifies (see Definition of maximum income)
- Whose rent will be increased to an amount equal to or greater than 1/3 of their household income

Tenants who live in private homes, Public Housing Authority Residences or receive Section 8 or other rental subsidies do not qualify for this benefit.

In addition to the above, Transfer applicants must:

- Have been a household member listed on the prior SCRIE/DRIE beneficiary's application
- Be named on the lease or have been granted rights of succession to the apartment
- Provide supporting documentation as specified in this application and must submit the application within six (6) months of the SCRIE/DRIE beneficiary's death or permanent move or within ninety (90) days of the date of this notice.
- **Definition of Disability** - Eligibility requires that such tenant is a recipient (or former recipient, as described below) of benefits from any of the following programs:
 - a) Social Security Disability Insurance (SSDI) or Supplemental Security Income (SSI) under the Federal Social Security Act;
 - b) Disability Pension or Disability Compensation benefits as provided by the United States Department of Veterans Affairs; or
 - c) Medical Assistance benefits pursuant to NY State Social Law, and a former recipient of SSDI or SSI benefits.

• **Definition of Maximum Income**

Westchester County

Rent Increase Exemption Applicant's Annual Maximum Income Level

The following municipalities have adopted the Senior Citizen Rent Income Exemption (SCRIE) program pursuant to the provisions of the Emergency Tenant Protection Act (ETPA) and the Rent and Eviction Regulations (RER). An asterisk (*) preceding a municipality indicates it has also adopted the Disability Rent Increase Exemption (DRIE) program.

<u>Municipality:</u>	<u>Maximum Income:</u>
* Village of Croton on Hudson	\$50,000.00
* Village of Dobbs Ferry	\$29,000.00
* Town of Greenburgh	\$40,000.00
* Village of Hastings on Hudson	\$50,000.00
* Village of Irvington	\$40,000.00
Village of Larchmont	\$33,000.00
Town of Mamaroneck	\$35,000.00
Village of Mamaroneck	\$35,000.00
* City of Mount Vernon	\$40,000.00
* City of New Rochelle	\$50,000.00
* Village of Ossining	\$50,000.00
Village of Pleasantville (Prior abatement plus 1/2 increase) . . .	\$16,500.00
* City of Rye	\$29,000.00
* Village of Sleepy Hollow	\$40,000.00
Village of Tarrytown . . . (Prior abatement plus 1/2 or less of increase) . .	\$37,399.99
* City of White Plains	\$50,000.00
* City of Yonkers	\$50,000.00

Nassau County

Rent Increase Exemption Applicant's Annual Maximum Income Level

The following municipalities have adopted the Senior Citizen Rent Income Exemption (SCRIE) program pursuant to the provisions of the Emergency Tenant Protection Act (ETPA) and the Rent and Eviction Regulations (RER). An asterisk (*) preceeding a municipality indicates it has also adopted the Disability Rent Increase Exemption (DRIE) program.

<u>Municipality:</u>	<u>Maximum Income:</u>
City of Glen Cove	\$24,000.00
Village of Great Neck Plaza	\$24,000.00
Village of Hempstead	\$29,000.00
* Town of North Hempstead	\$40,000.00

APPLICATION INSTRUCTIONS

Section A: TENANT INFORMATION - Print all information clearly in ink.

Section B: Third Party - Complete this section only if you wish a third party to receive copies of notices regarding the continuation of your benefits. The party you designate will be contacted if you are unable to be contacted.

Section C: BUILDING OWNER/MANAGING AGENT - Provide owner/agent information requested.

Section D: RENTAL INFORMATION - If you have:

- Renewed your rent stabilized lease, attach a copy of the current lease and a copy of the prior lease. All leases must be signed by the building owner and the tenant.
- A rent controlled apartment, attach a copy of the 60-Day Notice of Maximum Rent Adjustment (Form 33.8).
- A rent increase notice from your landlord, attach a copy of the notice and any other material received with the notice.
- Received a DHCR Order that adjusted the rent (MCI, Decrease in Services), attach a copy of the order.

Section E: HOUSEHOLD INFORMATION - List all persons living in your household. If more than three persons are living in the household please attach a list of their names and the information requested in Section E, F and G, on a separate sheet.

Section F: INCOME - List all income that you and each member of your household received for the year prior to the date of your application. A boarder's income should not be listed; however, payment received from the boarder should be counted as income. **Household income should be listed by annual amount.**

Section G: ALLOWABLE DEDUCTIONS - List only those deductions noted on the form. These will be deducted from your income before eligibility is determined.

DOCUMENTATION
REQUIREMENTS:

AGE: Provide a copy of one of the following items: birth certificate, US passport, driver's license, medicaid card, naturalization card or other federal/state/local document with date of birth.

INCOME: Provide a copy of your federal income tax return for the year prior to your application, along with all W-2s (wage & tax statements) and 1099-SSAs (social security benefit statements). If a Federal Tax return was not filed, attach proof of each item in Section F. Appropriate proof of income includes W-2s, 1099-SSAs, 1099-Rs (pension & annuity retirement income), SSI letters, bank & brokerage account end-of-year statements and public assistance benefit letters. To obtain a Social Security benefit verification letter, you may visit www.socialsecurity.gov/myaccount, create an account and print a copy instantly.

RENT: Provide copies of Rental Information cited in Section D above.

TRANSFER APPLICANTS: In addition to the above

- **Provide** a death certificate or a letter from nursing home stating the move is permanent for the current SCRIE/DRIE tenant
- **Provide** proof of legal separation or divorce

SIGNATURE:

Please sign and date the application. Without your signature, the application cannot be processed and will be returned to you.