



Small Building Owners' Assistance Unit

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The New York State Division of Housing and Community Renewal (DHCR) established the Small Building Owners' Assistance Unit to provide special assistance to owners of rent regulated buildings with a total of 50 units or less.

- * Responses to tenant complaints; and
- * Preparation of Petitions for Administrative Review (PARs) of Rent Administrator's orders.

DHCR's Small Building Owners' Assistance Unit has an office at 92-31 Union Hall Street, 6th Floor, Jamaica, Queens, and offers its services at the Borough and District Rent Offices. The Unit provides small building owners with information and assists them with:

Owners who need assistance can receive it over the phone or by scheduling a required appointment at any of the offices listed below.

- * Rent Registration;
- * Preparation of forms for allowable rent increases;
- * Lease renewal procedures;
- * Applications for major capital improvement rent increases (MCI);
- * Applications for hardship rent increases;



Rent Connect:
rent.hcr.ny.gov

Ask a question:
portal.hcr.ny.gov/app/ask

For translation help:
hcr.ny.gov/language-accessibility

Our website:
hcr.ny.gov/rent

To visit a Borough Rent Office, by appointment only, please contact:

QUEENS
92-31 Union Hall Street
6th Floor
Jamaica, NY 11433
718-482-4041

UPPER MANHATTAN
163 W. 125th Street
5th Floor
New York, NY 10027
212-961-8930

BRONX
1 Fordham Plaza
4th Floor
Bronx, NY 10458
718-430-0880

BROOKLYN
55 Hanson Place
6th Floor
Brooklyn, NY 11217
718-722-4778

LOWER MANHATTAN
25 Beaver Street
New York, NY 10004
212-480-6238

WESTCHESTER
75 South Broadway
3rd Floor
White Plains, NY 10601
914-948-4434