



Notice of Increase in 2024-25 Maximum Base Rent and Maximum Collectible Rent Computation (Short Form)

Mailing Address of Tenant:

Name: _____
 Number/Street: _____

 City: _____
 State, Zip Code: _____

Mailing Address of Owner/Managing Agent:

Name: _____
 Number/Street: _____
 Apt. No: _____
 City: _____
 State, Zip Code: _____

Subject Building: _____
 Number and Street Apartment or Room Number City, State, Zip Code

Note: Notice Form RN-26 Long Form should be used to compute the Maximum Base Rent (MBR) for an apartment which requires the following MBR adjustments: owner paid gas and/or electricity; rent adjustments after August 1, 1970. This short form is not designed for that purpose.

Read Page 2 and 3 of This Form Before Making Any Entries Below

Effective Date of 2024-25 MBR Order of Eligibility ___/___/___

Part A: Computation of 2024-25 Maximum Base Rent

- | | | |
|----|--|--------------|
| 1. | Enter 2022-23 MBR as shown on last 2022-23 MBR Notice. | \$ _____ (1) |
| 2. | 2024-25 Standardized Increase Factor. | 1.074 (2) |
| 3. | 2024-25 MBR, Multiply Line 1 by Line 2 or if 2022-23 MBR increases were not granted make entry as specified in Instruction 5 or 6 on Page 2. | \$ _____ (3) |

Part B: Computation of Maximum Collectible Rent

- | | | |
|----|--|---------------|
| 4. | Maximum Collectible Rent on December 31, 2023. | \$ _____ (4) |
| 5. | a. Multiply Line 4 by 1.075 | \$ _____ (5a) |
| | b. Multiply Line 4 by 1.017 | \$ _____ (5b) |

Pursuant to the Housing Stability and Tenant Protection Act (HSTPA) of 2019, the Maximum Collectible Rents (MCR) in effect on 12/31/2023 are increased by not more than 1.7% on 1/1/2024 (which is less than 7.5% and is based on the average of the previous five years of one-year rent adjustments for rent stabilized apartments.)

- | | | |
|----|--|--------------|
| 6. | Maximum Collectible Rent on the above Effective Date of the 2024-25 MBR Order of Eligibility. If Line 4 is greater than Line 3, enter amount from Line 4; otherwise, enter the amount from Line 3 or Line 5a or 5b, whichever is less. | \$ _____ (6) |
|----|--|--------------|

To Senior Citizens and Disabled Tenants:

- | | | |
|----|--|--------------|
| 7. | If the tenant has a valid Senior Citizen or Disability Rent Increase Exemption Order, the Maximum Collectible Rent is: | \$ _____ (7) |
|----|--|--------------|

Any person holding a currently valid Senior Citizen Rent Increase Exemption Order (SCRIE) or a Disability Rent Increase Exemption Order (DRIE) is not required to pay any portion of the rent increase indicated above which causes the monthly rent to exceed one-third of the tenant's monthly disposable income. A currently valid Rent Increase Exemption Order is renewed automatically for six months during which time the tenant must have completed and filed a Renewal Application with the New York City Department of Finance.

Senior citizens including Supplemental Security Income (SSI) recipients, 62 or older and disabled tenants 18 or older with an aggregate household net disposable income of \$50,000 or less, who do not have rent increase exemption orders may be eligible for an exemption. Contact the NYC Department of Finance at 311 for further information.

To The Owner

A. When to Use This Form

1. This form is to be used to compute the Maximum Base Rent and Maximum Collectible Rent for a rent controlled apartment where there have been no adjustments (increases or decreases) to the Maximum Base Rent other than the Standardized Increase Factor. If an apartment has had rent adjustments, Notice Form RN-26-Long Form should be used to properly reflect the adjustments in the Maximum Base Rent.
2. If Notice Form RN-26-Long Form was used to calculate previous MBRs, Notice Form RN-26-Long Form must be used to calculate the 2024-25 MBR.

This rent increase is not collectible from any tenant who has a Division of Housing and Community Renewal (DHCR) rent reduction order currently in effect for failure to provide or maintain an essential service as defined in 9 NYCRR 2202.3(b)(2). The increase is only collectible as of the first rent payment date after the effective date of a rent restoration order issued by DHCR finding all such services to have been restored.

B. How To Use This Form

3. The owner must complete and sign a copy of this Notice and serve it upon the tenant of the subject apartment. A Master Building Rent Schedule (RMB-2024) listing the Maximum Base Rent and the Maximum Collectible Rent for all rent controlled housing accommodations in the subject building must be completed by the owner and submitted to DHCR **within 60 days of the issuance of the 2024-25 Order of Eligibility or Computed Order of Eligibility.**
4. **If 2022-23 MBR increases were granted** for subject building, start computation of the 2024 Maximum Base Rent on Part A, Line 1.
5. **If 2022-23 MBR increases were denied for subject building, and your last MBR increases were granted for:**
 - a. 2020-21; multiply the 2020-21 MBR by 1.196 to determine the 2024 MBR, or
 - b. 2018-19; multiply the 2018-19 MBR by 1.310 to determine the 2024 MBR, or
 - c. 2016-17; multiply the 2016-17 MBR by 1.407 to determine the 2024 MBR, or
 - d. 2014-15; multiply the 2014-15 MBR by 1.542 to determine the 2024 MBR, or
 - e. 2012-13; multiply the 2012-13 MBR by 1.670 to determine the 2024 MBR, or
 - f. 2010-11; multiply the 2010-11 MBR by 1.801 to determine the 2024 MBR, or
 - g. 2008-09; multiply the 2008-09 MBR by 2.033 to determine the 2024 MBR, or
 - h. 2006-07; multiply the 2006-07 MBR by 2.155 to determine the 2024 MBR, or
 - i. 2004-05; multiply the 2004-05 MBR by 2.332 to determine the 2024 MBR, or
 - j. 2002-03; multiply the 2002-03 MBR by 2.733 to determine the 2024 MBR, or
 - k. 2000-01; multiply the 2000-01 MBR by 3.020 to determine the 2024 MBR, or
 - l. 1998-99; multiply the 1998-99 MBR by 3.150 to determine the 2024 MBR, or
 - m. 1996-97; multiply the 1996-97 MBR by 3.270 to determine the 2024 MBR, or
 - n. 1994-95; multiply the 1994-95 MBR by 3.368 to determine the 2024 MBR, or
 - o. 1992-93; multiply the 1992-93 MBR by 3.863 to determine the 2024 MBR, or
 - p. 1990-91; multiply the 1990-91 MBR by 4.280 to determine the 2024 MBR, or
 - q. 1988-89; multiply the 1988-89 MBR by 4.623 to determine the 2024 MBR, or
 - r. 1986-87; multiply the 1986-87 MBR by 5.381 to determine the 2024 MBR, or
 - s. 1984-85; multiply the 1984-85 MBR by 6.000 to determine the 2024 MBR, or
 - t. 1982-83; multiply the 1982-83 MBR by 6.449 to determine the 2024 MBR, or
 - u. 1980-81; multiply the 1980-81 MBR by 7.159 to determine the 2024 MBR, or
 - v. 1978-79; multiply the 1978-79 MBR by 7.875 to determine the 2024 MBR, or
 - w. 1976-77; multiply the 1976-77 MBR by 8.584 to determine the 2024 MBR, or
 - x. 1974-75; multiply the 1974-75 MBR by 10.472 to determine the 2024 MBR, or
 - y. 1972-73; multiply the 1972-73 MBR by 11.362 to determine the 2024 MBR and enter the result on Part A, Line 3

6. **If the building is being granted MBR increases for the first time**, start the computation of the 2024 Maximum Base Rent on Part A, Line 3, using the Unadjusted 2024 Maximum Base Rent shown on the Computed Order of Eligibility - 2024-25 Maximum Base Rent, Form RO-30C MBR.

To The Tenant

1. If you do not understand or agree with the Owner's computations, request a clarification from the owner. If you do not receive a satisfactory explanation, you may submit a "Tenant's Complaint of Rent and/or other Specific Overcharges in Rent Controlled Apartments" (DHCR Form RA-89C.)
2. Challenges to the MBR Order must be filed at Gertz Plaza or any Borough Rent Office on challenge form RA-94 MBR. Challenges should be specific and should relate to lawful requirements, such as those related to certification and/or to whether the effective date of the order was correct. A tenant's challenge must be filed within thirty-five (35) days after receiving from the owner a copy of this Notice of Increase (Form RN-26S). Any party aggrieved by the challenge determination may file a Petition for Administrative Review (PAR) using Form RAR-2 within thirty-five (35) days of the challenge determination issue date.
3. Any appropriate retroactive increase in rent under the 2024-25 Order of Eligibility shall be paid in installments equal to the number of months between the effective date of the Order of Eligibility and your next rent payment date. At your option you may pay the entire retroactive amount in a lump sum.

Part C: Affirmation

I, the undersigned, affirm under penalties provided by law, that the computations and statements made on this form, are true and correct to the best of my knowledge and belief or are based on orders received from the Office of Rent Administration, and that I am maintaining and will continue to maintain all essential services furnished or required to be furnished to the subject housing accommodation.

Dated: ____ / ____ / ____ Signature of Owner, Officer or Agent: _____



**Attachment (Page 1 and 2) To Be Filed With Notice Form RN-26 - Long Form
For Adjustment of 2024 MBR Where Owner Pays For Tenant's Gas and/or Electricity**

Subject Building:

Number and Street	Apartment or Room Number	City, State, Zip Code
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Effective Date of 2024-25 Maximum Base Rent (MBR) Order of Eligibility: ____ / ____ / ____

- Instructions:
1. Complete page 1 and 2 only if owner pays for gas and/or electricity for the apartment.
 2. Do not complete these pages unless a 2024-25 MBR Order of Eligibility has been issued for the building.
 3. A completed copy of this form must be served upon the tenant together with Notice Form RN-26-Long Form.
 4. A completed copy of this form together with the 2024 MBR Master Building Rent Schedule must be filed with the MBR Section within 60 days of the issuance date of the Order of Eligibility.

A. If Owner Pays for Electricity

An MBR was last granted for:

Make the following entries on:

	Line 1	and	Line 2
1972 - 73 or is being granted for the first time	\$ 45.15		\$ 170.05
1974 - 75 _____	\$ 29.98		\$ 113.43
1976 - 77 _____	\$ 26.24		\$ 99.16
1978 - 79 _____	\$ 26.43		\$ 99.62
1980 - 81 _____	\$ 26.56		\$ 100.07
1982 - 83 _____	\$ 17.33		\$ 65.53
1984 - 85 _____	\$ 20.74		\$ 78.10
1986 - 87 _____	\$ 20.81		\$ 78.37
1988 - 89 _____	\$ 21.91		\$ 82.53
1990 - 91 _____	\$ 22.25		\$ 83.78
1992 - 93 _____	\$ 20.86		\$ 78.57
1994 - 95 _____	\$ 18.93		\$ 71.29
1996 - 97 _____	\$ 19.77		\$ 74.46
1998 - 99 _____	\$ 20.02		\$ 75.39
2000 - 01 _____	\$ 21.51		\$ 81.01
2002 - 03 _____	\$ 16.54		\$ 62.29
2004 - 05 _____	\$ 12.88		\$ 48.50
2006 - 07 _____	\$ 13.89		\$ 52.30
2008 - 09 _____	\$ 10.82		\$ 40.75
2010 - 11 _____	\$ 11.34		\$ 42.69
2012 - 13 _____	\$ 9.87		\$ 37.17
2014 - 15 _____	\$ 11.10		\$ 41.80
2016 - 17 _____	\$ 4.36		\$ 16.41
2018 - 19 _____	\$ 11.02		\$ 41.52
2020 - 21 _____	\$ 12.47		\$ 46.97
2022 - 23 _____	\$ 9.97		\$ 37.56

1. Enter the appropriate amount shown above for Line 1. _____(1)
2. Enter the appropriate amount shown above for Line 2. _____(2)
3. Enter the number of rooms in apartment. _____(3)
4. Multiply Line 2 by Line 3 and enter on Line 4. _____(4)
5. Add Lines 1 and 4 and enter result on Line 5. _____(5)

B. If Owner Pays for Gas

An MBR was last granted for:

Make the following entry on:

1972 - 73 or is being granted for the first time _____	Line 6 \$ 189.82
1974 - 75 _____	\$ 164.64
1976 - 77 _____	\$ 160.18
1978 - 79 _____	\$ 148.50
1980 - 81 _____	\$ 142.82
1982 - 83 _____	\$ 131.84
1984 - 85 _____	\$ 114.81
1986 - 87 _____	\$ 115.32
1988 - 89 _____	\$ 120.63
1990 - 91 _____	\$ 120.80
1992 - 93 _____	\$ 126.95
1994 - 95 _____	\$ 114.41
1996 - 97 _____	\$ 118.94
1998 - 99 _____	\$ 104.24
2000 - 01 _____	\$ 113.57
2002 - 03 _____	\$ 65.68
2004 - 05 _____	\$ 62.18
2006 - 07 _____	\$ 46.72
2008 - 09 _____	\$ 23.40
2010 - 11 _____	(\$ 0.12)
2012 - 13 _____	\$ 36.41
2014 - 15 _____	\$ 67.89
2016 - 17 _____	\$ 67.58
2018 - 19 _____	\$ 80.54
2020 - 21 _____	\$ 47.36
2022 - 23 _____	\$ 54.72

6. Enter the appropriate amount shown above for Line 6. _____(6)
7. Enter total Lines 5 and 6. For the total gas and/or electricity adjustment for this apartment,
enter this amount in Part B Line 7 on Notice Form RN-26-Long Form. _____(7)



State of New York
Division of Housing and Community Renewal
 Office of Rent Administration
 Web Site: www.hcr.ny.gov

MBR Section
 Gertz Plaza
 92-31 Union Hall Street
 Jamaica, NY 11433

Docket Number:

**Attachment To Be Filed With Notice Form RN-26 - Long Form
 For Modification of 2024 MBR To Include Appropriate Labor Cost Adjustment**

Subject Building: _____
Number and Street Apartment or Room Number City, State, Zip Code

Effective Date of 2024-25 MBR Order of Eligibility: ___/___/___

This calculation adjusts the 2024 Maximum Base Rent (MBR) to reflect a labor component as of January 1, 2024 appropriate to the actual cost level for this building. This method avoids duplicating the average increases in labor costs over the last two years as they are already included in the overall Standardized Increase Factor.

Instructions

- a. This page is to be completed only if the latest Owner's Application For Increase-Maximum Rent-Labor Cost Adjustment (Section 2202.11) was filed with the Division of Housing & Community Renewal in 2022 or 2023 and a Master Order Increasing Maximum Rent (RO-33.8) was issued to the owner prior to January 1, 2024. If the latest Labor Cost Adjustment Application was filed prior to 2022, do not file this page because the 2024 Standardized Increase Factor modifies the prior MBR Modification for Labor.
- b. This page is not to be completed if an Order denying the Labor Cost Adjustment was issued.
- c. A completed copy of this form must be served on the tenant along with Notice Form RN-26-Long Form.
- d. A completed copy of this form along with the 2024 MBR Master Building Rent Schedule must be filed with the MBR Section within 60 days of the issuance date of the Order of Eligibility.

Calculation Section

The calculations below should reflect the data and information from the latest Owner's Application For Increase-Maximum Rent-Labor Cost Adjustment (Section 2202.11) filed during 2022 or 2023 or any revisions resulting from administrative review (PAR) or audit review.

Docket Number of Application: _____ Date Signed (as shown in Application, Part III): ___/___/___

Date Order (Master Order) Increasing Maximum Rents (RO-33.8 or RO-33.8m) was issued: ___/___/___

	Labor Cost Application Filed Prior to 4/21/22 (A)	Labor Cost Application Filed 4/21/22 to 4/20/23 (B)	Labor Cost Application Filed 4/21/23 to 12/31/23 (C)
1. Actual annual Labor Cost (from Part III, Line 5 of Labor Cost Application)	\$ _____	\$ _____	\$ _____
2. Multiply Line 1 by 1.071 for Column (A); 1.029 for Column (B)	\$ _____	\$ _____	
3. 2022 MBR Labor Cost Allowance (from Part II, Line 12 of Labor Cost Application) \$ _____ x 1.071.	\$ _____	\$ _____	\$ _____
4. Annual Building-wide Modification For Column (A) or (B) subtract Line 3 from Line 2; if the amount on Line 3 is greater than the amount on Line 2, enter -0- on Lines 4, 5 and 6.	\$ _____	\$ _____	
For Column (C) subtract Line 3 from Line 1; if the amount on Line 3 is greater than the amount on Line 1, enter -0- on Lines 4, 5 and 6.			\$ _____
5. Divide Line 4 by 12 for Monthly Building-wide MBR Modification	\$ _____	\$ _____	\$ _____
6. Divide Line 5 by Total Number of Apartments as shown in Part III, Line 9 of Labor Cost Application for Monthly MBR Modification Per Apartment. Enter this amount on Line 8, Part B of Notice Form RN-26-Long Form.	\$ _____	\$ _____	\$ _____

Date: _____ Signature of Owner, Officer or Agent: _____



State of New York
 Division of Housing
 and Community Renewal
 Office of Rent Administration
 MBRS File
 Gertz Plaza
 92-31 Union Hall Street
 Jamaica, New York 11433
 Web Site: www.hcr.ny.gov

**2024 Maximum Base Rent
 Master Building Rent Schedule**
 TO FILE THIS FORM ON LINE GO TO:
<https://hcr.ny.gov/online-services-owners-and-managers> under Online Services

Docket Number: _____ BR

Filing Instructions: Owner must list all information below as it appears on the Notice Form RN-26S or RN-26 that will be served on each controlled tenant in the subject building. Mail this form to DHCR within 60 days of the issuance date of the Order of Eligibility or the Computed Order of Eligibility. Failure to file may result in revocation of the increase.

Subject Building
 Number and Street: _____

Total Number of Apartments: _____

City, State: _____ Zip Code: _____

Number of Controlled Apartments: _____

Effective Date of Order of Eligibility: ____ / ____ / ____

Apartment Number	Tenant	Adjusted 2024 Maximum Base Rent (RN-26S Ln. 3/RN-26 Ln. 8)	Maximum Collectible Rent			MCR Senior Citizen and Disabled Tenant Exempt Rent (RN-26S Ln. 7) (RN-26 Ln. c*)
			12/31/2023 (RN-26S Ln. 4) (RN- 26 Ln. 9)	1/1/2024 or eff. date of order (RN-26S Ln. 6) (RN-26 Ln. 11)	Current (RN-26S Ln. 6) (RN-26 Ln. 13)	

Owner/Managing Agent

Name: _____

Number and Street: _____

City, State, Zip Code: _____

*RN-26 Ln.c can be found in Part A on the front page of the form RN-26.

Affirmation and Certification

I affirm under penalties provided by law, that the information reported on this form is from the computations made on the 2024 tenant's Notice of Increase in the 2024-25 MBR and MCR Computation form (RN-26S or RN-26) which I have served on each controlled tenant as listed within the last 60 days and that the information is true and correct to the best of my knowledge and belief.

Dated: ____ / ____ / ____

Signature: _____

Owner, Officer or Agent



State of New York
Division of Housing and Community Renewal
 Office of Rent Administration
 Web Site: www.hcr.ny.gov

MBR Section
 Gertz Plaza
 92-31 Union Hall Street
 Jamaica, NY 11433

Docket Number:

Notice of Increase in 2024-25 Maximum Base Rent and Maximum Collectible Rent Computation (Long Form)

Mailing Address of Tenant:

Name: _____
 Number/Street: _____

 City: _____
 State, Zip Code: _____

Mailing Address of Owner/Managing Agent:

Name: _____
 Number/Street: _____
 Apt. No: _____
 City: _____
 State, Zip Code: _____

Subject Building: _____
Number and Street Apartment or Room Number City, State, Zip Code

Part A

This Long Form is used to compute the Maximum Base Rent (MBR) for an apartment requiring the following MBR adjustments:

Owner paid for gas and/or electricity
 Rent adjustments after August 1, 1970 (Example: Major Capital Improvements, new equipment, etc.)

If none of these adjustments apply, use Notice Form RN-26S (Short Form).

If the Long Form was previously used to calculate adjustments to MBRs, you must use this form to calculate the 2024-25 MBR. If the 2024-25 MBR Order of Eligibility was effective before January 1, 2025, you should use form RN-26S to calculate adjusted MBRs and Maximum Collectible Rents (MCRs) effective January 1, 2025.

- a. Effective Date of 2024-25 MBR Order of Eligibility: _____ / _____ / _____
- b. 2024-25 MBR as Adjusted; enter from Part B, Line 8 -- Page 3 \$ _____
 Adjusted Maximum Collectible Rent; enter from Part C, Line 13 -- Page 3 \$ _____

To Senior Citizens and Disabled Tenants

- c. If the tenant has a valid Senior Citizen or Disability Rent Increase Exemption (SCRIE or DRIE) Order, the Maximum Collectible Rent is: \$ _____
 (Owner to enter amount actually collectible from tenant if tenant has a currently valid exemption).

Any person holding a currently valid Senior Citizen Rent Increase Exemption Order (SCRIE) or a Disability Rent Increase Exemption Order (DRIE) is not required to pay any portion of the rent increase indicated above which causes the monthly rent to exceed one-third of the tenant's monthly disposable income. A currently valid Rent Increase Exemption Order is renewed automatically for six months, during which time the tenant must have completed and filed a Renewal Application with the New York City Department of Finance.

Senior citizens including Supplemental Security Income (SSI) recipients, 62 or older and disabled tenants 18 or older with an aggregate household net disposable income of \$50,000 or less, who do not have rent increase exemption orders may be eligible for an exemption. Contact the NYC Department of Finance at 311 for further information.

Instructions

- I. The owner must complete and sign a copy of this Notice and appropriate Attachments, if any, and serve them on the tenant of the subject apartment. Attachment RMBR-ATT, if appropriate, and a Master Building Rent Schedule (RMB-2024), listing the Maximum Base Rent and Maximum Collectible Rent for all controlled housing accommodations in the building must be completed and filed by the owner at the above address, within 60 days of the issuance of the 2024-25 Order of Eligibility.

This MCR increase is not collectible from any tenant who has a Division of Housing and Community Renewal (DHCR) Rent Reduction Order currently in effect for failure to provide or maintain an essential service as defined in Section 2202.3(b)(2) of the Rent and Eviction Regulations. The increase is only collectible as of the first rent payment date after the effective date of an order issued by DHCR finding all such essential services to have been restored.

- II. If 2022-23 MBR increases were granted for the building, start calculation of Adjusted 2024 Maximum Base Rent in Part B, Line 1

- III. If 2022-23 MBR increases were denied for the building and the last MBR increases were granted for:

- a. 2020-21; multiply the 2020-21 MBR by 1.196 to determine the 2024 MBR, or
- b. 2018-19; multiply the 2018-19 MBR by 1.310 to determine the 2024 MBR, or
- c. 2016-17; multiply the 2016-17 MBR by 1.407 to determine the 2024 MBR, or
- d. 2014-15; multiply the 2014-15 MBR by 1.542 to determine the 2024 MBR, or
- e. 2012-13; multiply the 2012-13 MBR by 1.670 to determine the 2024 MBR, or
- f. 2010-11; multiply the 2010-11 MBR by 1.801 to determine the 2024 MBR, or
- g. 2008-09; multiply the 2008-09 MBR by 2.033 to determine the 2024 MBR, or
- h. 2006-07; multiply the 2006-07 MBR by 2.155 to determine the 2024 MBR, or
- i. 2004-05; multiply the 2004-05 MBR by 2.332 to determine the 2024 MBR, or
- j. 2002-03; multiply the 2002-03 MBR by 2.733 to determine the 2024 MBR, or
- k. 2000-01; multiply the 2000-01 MBR by 3.020 to determine the 2024 MBR, or
- l. 1998-99; multiply the 1998-99 MBR by 3.150 to determine the 2024 MBR, or
- m. 1996-97; multiply the 1996-97 MBR by 3.270 to determine the 2024 MBR, or
- n. 1994-95; multiply the 1994-95 MBR by 3.368 to determine the 2024 MBR, or
- o. 1992-93; multiply the 1992-93 MBR by 3.863 to determine the 2024 MBR, or
- p. 1990-91; multiply the 1990-91 MBR by 4.280 to determine the 2024 MBR, or
- q. 1988-89; multiply the 1988-89 MBR by 4.623 to determine the 2024 MBR, or
- r. 1986-87; multiply the 1986-87 MBR by 5.381 to determine the 2024 MBR, or
- s. 1984-85; multiply the 1984-85 MBR by 6.000 to determine the 2024 MBR, or
- t. 1982-83; multiply the 1982-83 MBR by 6.449 to determine the 2024 MBR, or
- u. 1980-81; multiply the 1980-81 MBR by 7.159 to determine the 2024 MBR, or
- v. 1978-79; multiply the 1978-79 MBR by 7.875 to determine the 2024 MBR, or
- w. 1976-77; multiply the 1976-77 MBR by 8.584 to determine the 2024 MBR, or
- x. 1974-75; multiply the 1974-75 MBR by 10.472 to determine the 2024 MBR, or
- y. 1972-73; multiply the 1972-73 MBR by 11.362 to determine the 2024 MBR and enter the result on Part B, Line 5

The Unadjusted MBR is derived by subtracting the net total of all service, equipment and major capital improvement rent adjustments (increases and decreases) granted between August 1, 1970 and the date of the last MBR Notice from the Adjusted MBR shown on that Notice.

- IV. **If the building is being granted MBR increases for the first time**, start the calculation of the adjusted 2024 Maximum Base Rent in Part B, Line 5, using the Unadjusted 2024 Maximum Base Rent shown on the Computed Order of Eligibility 2024-25 Maximum Base Rent, Form RO-30C MBR.

Part B -- Computation of Adjusted 2024-25 Maximum Base Rent

- 1. Enter Adjusted 2023 MBR as shown on last 2022-23 MBR Notice. \$ _____ (1)
- 2. Enter net total of all service, equipment and Major Capital Improvement rent adjustments (increases and decreases) granted between August 1, 1970 and the date of the last 2022-23 MBR Notice (RN-26, RN-26S). \$ _____ (2)
- 3. Unadjusted 2022-23 MBR. Subtract Line 2 from Line 1. \$ _____ (3)
- 4. 2024-25 Standardized Increase Factor. \$ 1.074 (4)
- 5. Unadjusted 2024-25 MBR. Multiply Line 3 by Line 4. If 2022-23 MBR increases were not granted, enter amount as specified in Instruction III or IV. \$ _____ (5)
- 6. Enter net total of all service, equipment and Major Capital Improvement rent adjustments (increases and decreases) granted between August 1, 1970 and December 31, 2023. \$ _____ (6)
- 7. If the owner pays for gas and/or electricity in this apartment, fill out Attachment For Adjustment of 2024 MBR (RMBR-ATT) to include owner paid gas and/or electricity and enter on this line the amount shown on Line 7 of Attachment (RMBR-ATT page 2). \$ _____ (7)
- 8. 2024-25 MBR (Adjusted). Enter total of Lines 5 through 7. \$ _____ (8)

Part C -- Computation of Maximum Collectible Rent

- 9. Maximum Collectible Rent on December 31, 2023. \$ _____ (9)
- 10. a. Multiply Line 9 by 1.075 \$ _____ (10)a
- b. Multiply Line 9 by 1.017 \$ _____ (10)b

Pursuant to the Housing Stability and Tenant Protection Act (HSTPA) of 2019, the Maximum Collectible Rents (MCR) in effect on 12/31/2023 are increased by not more than 1.7% on 1/1/2024 (which is less than 7.5% and is based on the average of the previous five years of one-year rent adjustments for rent stabilized apartments.)

- 11. If Line 9 is greater than Line 8, enter amount from Line 9; otherwise, enter the amount from Line 8 or Line 10a or 10b, whichever is less. \$ _____ (11)
- 12. Enter net total of service, equipment and Major Capital Improvement rent adjustments between January 1, 2024 and the date of this Notice, if any. \$ _____ (12)
- 13. Current Maximum Collectible Rent. Add Line 11 and Line 12. \$ _____ (13)

To The Tenant

If you do not understand or agree with the Owner's computations, request a clarification from the owner. If you do not receive a satisfactory explanation, you may submit a "Tenant's Complaint of Rent and/or other Specific Overcharges in Rent Controlled Apartments" (DHCR Form RA-89C).

Challenges to the MBR Order must be filed at Gertz Plaza or any Borough Rent Office on challenge form RA-94 MBR. Challenges should be specific and should relate to lawful requirements, such as those related to certification, and/or to whether the effective date of the Order was correct. A tenant's challenge must be filed within thirty-five (35) days after receiving from the owner a copy of the Notice of Increase (Form RN-26S or RN-26). Any party aggrieved by the challenge determination may file a Petition for Administrative Review (PAR) using Form RAR-2 within thirty-five (35) days of the challenge determination issue date.

Any appropriate retroactive increase in rent according to the 2024-25 Order of Eligibility shall be paid in installments equal to the number of months between the effective date of the Order of Eligibility and your next rent payment date. At your option you may pay the entire retroactive amount in a lump sum.

Affirmation

Subject Building: _____
Number and Street
Apartment Number
City, State, Zip Code

I, the undersigned, affirm under penalties provided by law, that the computations and statements made on this form and appropriate Attachments (RMBR-ATT), if any, are true and correct to the best of my knowledge and belief or are based on orders received from the Office of Rent Administration and that I am maintaining and will continue to maintain all essential services furnished or required to be furnished to the subject housing accommodation.

Date: ____/____/____ Signature of Owner, Officer or Agent: _____