



SCRIE APPEAL

NYC DEPARTMENT OF FINANCE • PAYMENT OPERATIONS DIVISION APPLICATION FOR APPEAL OF THE SENIOR CITIZEN RENT INCREASE EXEMPTION DETERMINATION

Mail to: NYC Department of Finance, SCRIE Program, (Appeals) 59 Maiden Lane, 20th Floor, New York, NY 10038

Instructions: Complete all items below. Attach a copy of the SCRIE Order, plus copies of all documents that support your claim. See Appeal Instructions for further guidance.

SECTION I - APPEAL INFORMATION

Indicate SCRIE Docket #:

Landlord/Tenant (Check box a or b): a. I am the Landlord (who owns) b. I am the Tenant (who occupies)

the apartment located at: _____ Apt. No.: _____
NUMBER AND STREET

In the borough of: _____, City of New York. I am appealing the SCRIE Order dated: _____ / _____ / _____
MONTH DAY YEAR

SECTION II - APPLICANT INFORMATION

A. **Owner's Name:** _____
PRINT FIRST NAME PRINT LAST NAME

Address: _____ Apartment No.: _____
NUMBER AND STREET

City: _____ State: _____ Zip Code: _____

Telephone Number: (____) _____ Email Address: _____

B. **Tenant's Name:** _____
PRINT FIRST NAME PRINT LAST NAME

Address: _____ Apartment No.: _____
NUMBER AND STREET

City: _____, New York Zip Code: _____

Telephone Number: (____) _____ Email Address: _____

SECTION III - GROUND(S) FOR APPEAL

Write a detailed explanation of your claim, using additional pages if necessary.

Indicate your objections to the SCRIE Order (check one of the 5 boxes below):

I currently receive SCRIE benefits, but the amount is not correct, because (state reason):

I was a SCRIE beneficiary, but was taken off the program. I am seeking a reinstatement. Attached are documents showing my annual household income and rent.

I applied for the SCRIE benefits for the first time, but my application was denied. I believe I am eligible. Attached are documents showing my annual household income and rent.

I believe that my SCRIE tenant is no longer eligible for benefits for the following reasons:

Attached are documents to support my claim.

Other issues (Please explain in detail. Attach additional pages, if necessary)

SECTION D - AFFIRMATION

I hereby affirm under the penalties provided by law that the statements above are true, correct and complete to the best of my knowledge.

Signature _____

Date _____



SCRIE APPEAL

INSTRUCTIONS FOR THE APPLICATION FOR APPEAL

Filing Deadline: File this form within 60 days of an applicant's notification of SCRIE denial or a property owner's notification of a tenant's SCRIE approval.

Who can Appeal?

Any SCRIE applicant or recipient, or any landlord who disagrees with a SCRIE order can file an Appeal.

Is there a deadline for having an order appealed?

- You must ask for an appeal within 60 days of the date listed at the top of the order.
- Finance will accept your appeal if it is sent by mail and postmarked less than 60 days after the date of the order.
- Finance will also accept your appeal if it is emailed to Finance in a pdf file at SCRIE@finance.nyc.gov less than 60 days after the date of the order.
- Finance may, if you have a good reason, extend your time to appeal.

How do I file my appeal?

Please fill out the form and attach a copy of the SCRIE order that you are appealing.

Mail to:

Department of Finance
SCRIE Program (Appeals)
59 Maiden Lane, 20th Floor
New York, NY 10038

Email to:

You may also email the appeal in a pdf file to SCRIE@finance.nyc.gov

What happens to the order while it is being appealed?

- The order under appeal remains in effect while Finance reviews it.
- If an owner appeals an order granting SCRIE benefits, the owner may only collect the frozen SCRIE rent until Finance issues another order stating otherwise.

Specifically, the Administrative Code of the City of New York provides that:

Any landlord who collect(s) or seeks to collect or enforce rent from a tenant in violation of the terms of a rent exemption order shall for the purposes of all remedies, sanctions and penalties provided in this title be deemed to have collected or attempted to collect or enforce a rent in excess of the legal regulated rent.

Can a Court review the SCRIE Order?

A court cannot review a SCRIE order until you go through the SCRIE appeal process. If you disagree with the results of the SCRIE appeal process, you may then appeal to the New York State Supreme Court.

Don't forget to attach a copy of your SCRIE Order plus copies of all documents that support your claim.

If you have any questions, please visit the Finance website at nyc.gov/finance or call **311**.