

# Disability Rent Increase Exemption RENT CONTROLLED RENEWAL INSTRUCTIONS

Please complete but do not submit with your application.

## Are you eligible for DRIE Renewal?

Please answer the following questions:

Do you still live at the same address?

Yes  No

Is your total 2015 annual household income (received by you and all household members) \$50,000 or less, after allowable deductions?

Yes  No

Do you pay more than 1/3 of your monthly income in rent?  
*(applies only if your DRIE benefit began after July 1, 2015)*

Yes  No

**If you answered YES to all these questions,  
please continue with the renewal application.**

**Your renewal application must be filed within six months of receiving notice of renewal.  
If you require additional time or need help, see the Frequently Asked Questions (FAQs) for other options.**

If you require a disability or medically related accommodation in order to apply for and receive a service or participate in a program offered by the Department of Finance, we invite you to contact the Disability Services Facilitator through 311.

### Your application cannot be processed without the following:

- ✓ Household income (Section 3) must be completely filled out.
- ✓ Renewal application must be signed (Section 5).
- ✓ Submit proof of 2015 income for ALL household members, including yourself.

### Additional documents required, only if applicable.

- ✓ If available, you must submit a Notice of Maximum Collectible Rent Form RN-26 for 2015 and 2016 and an Owner's Report and Certification of Fuel Cost Adjustment Form RA33.10 for 2015 and 2016. If you have not received these two forms yet, submit your renewal application with your household income information for processing. Submit the additional forms once available.
- ✓ If you received a rent increase due to a Major Capital Improvement, provide the Division of Homes and Community Renewal (DHCR) Approval Order.