



SCRIE

PROPERTY CHANGE FORM FOR MANAGING AGENT OR BUILDING OWNER INFORMATION

Instructions: Please complete this form to correct errors or request changes to the information on SCRIE TAC Reports. Completed forms should be sent to the SCRIE Unit:

By Mail: NYC Department of Finance, SCRIE Unit, 59 Maiden Lane, 22nd Floor, New York NY 10038

By Email: visit nyc.gov/contactscrie for information regarding emailing your completed form

SECTION I - PROPERTY INFORMATION

I AM REQUESTING A CHANGE FOR PROPERTY (REQUIRED):

1. Borough: _____ Block: _____ Lot: _____

2. Property Address: _____

NUMBER STREET NAME

CITY STATE ZIP CODE

Please only enter information that you are requesting to have updated:

SECTION II - PROPERTY OWNER INFORMATION

1. Owner Name: _____

2. Owner Organization: _____

3. Mailing Address: _____

NUMBER STREET NAME

CITY STATE ZIP CODE

4. Telephone Number: (____) _____ Extension: _____

SECTION III - MANAGING AGENT INFORMATION

1. Agent Name: _____

2. Agent Organization: _____

3. Mailing Address: _____

NUMBER STREET NAME

CITY STATE ZIP CODE

4. Telephone Number: (____) _____ Extension: _____

Name of Requestor (please print)

Title/Role

Signature of Requestor

Date

Contact Phone & Email of Requestor (if we have questions about your submission)