

FOR OFFICE USE ONLY

DOCKET #: _____

Respondent Information

NAME: _____

MAILING ADDRESS: _____

CITY, STATE: _____

ZIP CODE: _____

IMD ADDRESS: _____

_____ IMD NO. _____

DAYTIME PHONE: () _____

BUSINESS PHONE: () _____

FAX NUMBER: () _____

EMAIL ADDRESS: _____

RESPONDENT IS:

Owner

Net Lessee

Managing Agent

Residential Tenant

Commercial/Manufacturing Tenant

Other (*specify*)

Answer

Title 29 of the Rules of the City of New York (29 RCNY) §1-06(c) requires that an answer to an application contain facts and arguments relevant to the application. For a rent adjustment application, the facts and arguments include, but are not limited to, the scope of work performed, whether the work was necessary and reasonable, the quality of the workmanship and the actual costs claimed by the owner. In the space provided, please state the items in dispute and explain the reasons for the disagreement. Attach additional sheets if needed.

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Verification or Affirmation

I verify or affirm that all statements made in this answer and in the attached rider, if applicable, are true and correct except for those statements that I have stated to be based on information and belief, and as to those matters, I believe them to be true and correct.

Name (print)

Relationship to Applicant (if same, write 'Same')

Signature

Date

Failure to complete this section requires rejection of the ANSWER.

On _____, I served a true copy of the ANSWER
(date of service)

(check all that apply)

by mailing to owner (or owner's rep) in a stamped, sealed envelope, in a post office or official depository of the U.S. Postal Service within the State of New York, addressed to the last known address of the applicant(s) as indicated below.

by facsimile transmission to owner (or owner's rep) at last known fax/address as indicated below.

Name of person served with the ANSWER

Address of person served with the ANSWER (including floor or unit number)

City, State and Zip Code

Fax Number

Name (print)

Signature

Date

It is not necessary that the foregoing be sworn to but false statements may subject you to the penalties provided by law, including fines and/or imprisonment.