

# RENEWAL LEASE FORM

Owners and Tenants should read **INSTRUCTIONS TO OWNER** and **INSTRUCTIONS TO TENANT** on reverse side before filling out or signing this form

**THIS IS A NOTICE FOR RENEWAL OF LEASE AND RENEWAL LEASE FORM ISSUED UNDER SECTION 2523.5(a) OF THE RENT STABILIZATION CODE. ALL COPIES OF THIS FORM MUST BE SIGNED BELOW AND RETURNED TO YOUR LANDLORD WITHIN 60 DAYS.**

Dated: September 4 20 17

Tenant's Name(s) and Address:

Hildegard Y. Klages  
336 East 56th St.  
Apt. 1  
New York, NY 10022

Owner's /Agent's Name and Address:

Charles Henry Properties LLC  
P.O. Box 682  
New York, NY 10108-0682

1. The owner hereby notifies you that your lease will expire on: 10 / 31 / 2017

## PART A - OFFER TO TENANT TO RENEW

2. You may renew this lease, for one or two years, at your option, as follows:

Column A Renewal Term	Column B Legal Rent on Sept. 30th Preceding Commencement Date of this Renewal Lease	Column C Guideline % or Minimum \$ Amount (If unknown, check box and see below)* <input type="checkbox"/>	Column D Applicable Guideline Supplement, if any	Column E Lawful Rent Increase, if any, Effective after Sept. 30th	Column F New Legal Rent (If a lower rent is to be charged, check box and see item 5 below) <input type="checkbox"/>
1 Year	\$ <u>530.16</u>	( <u>1.25</u> %) \$ _____	\$ _____	\$ _____	\$ <u>536.79</u>
<u>2 Years</u>	Same as above	( <u>2</u> %) \$ _____	\$ _____	\$ _____	\$ <u>540.76</u>

\* If applicable guideline rate is unknown at time offer is made check box in column c and enter current guideline which will be subject to adjustment when rates are ordered.

3. Security Deposit:

Current Deposit: \$ 530.16

Additional Deposit Required - 1 year lease: \$ 6.63  
Additional Deposit Required - 2 year lease: \$ 10.60

4. Specify separate charges, if applicable:

a. Air conditioner : \$ \_\_\_\_\_ c. 421a (2.2%): \$ \_\_\_\_\_ Total separate charges: \$ \_\_\_\_\_  
b. Appliances : \$ \_\_\_\_\_ d. Other: \$ \_\_\_\_\_

5. Lower Rent to be charged, if any. 1 year lease \$ \_\_\_\_\_, 2 year lease \$ \_\_\_\_\_ Agreement attached: Yes ☐ No ☐

6. Tenant shall pay a monthly rent (enter amount from 2F or 5) of \$ 536.79 for a 1 year renewal or \$ 540.76 for a 2 year renewal, plus total separate charges (enter amount from 4) \$ \_\_\_\_\_ for a total monthly payment of \$ \_\_\_\_\_ for a 1 year renewal or \$ \_\_\_\_\_ for a 2 year renewal.

7. This renewal lease shall commence on \_\_\_\_\_, which shall not be less than 90 days nor more than 150 days from the date of mailing or personal delivery of this Renewal Lease Form. This Renewal Lease shall terminate on \_\_\_\_\_ (1 year lease) or \_\_\_\_\_ (2 year lease.)

8. This renewal lease is based on the same terms and conditions as your expiring lease. (See instructions about additional provisions.)

9. SCRIE and DRIE. Owner and Tenant acknowledge that, as of the date of this renewal, Tenant is entitled to pay a reduced monthly rent in the amount of \$ 499.77 under the New York City SCRIE program or the New York City DRIE program. The reduced rent may be adjusted by orders of such program.

10. Leased premises does ☐, does not ☒ have an operative sprinkler system. If operative, it was last maintained and inspected on \_\_\_\_\_.

This form becomes a binding lease renewal when signed by the owner below and returned to the tenant. A rider setting forth the rights and obligations of tenants and owners under the Rent Stabilization Law must be attached to this lease when signed by the owner and returned to the tenant. The rent, separate charges and total payment provided for in this renewal lease may be increased or decreased by order or annual updates of the Division of Housing and Community Renewal (DHCR) or the Rent Guidelines Board (RGB).

## PART B - TENANT'S RESPONSE TO OWNER

Tenant: Check and complete where indicated one of three responses below after reading instructions on reverse side. Then date and sign your response below. You must return this Renewal Lease Form to the owner in person or by regular mail, within 60 days of the date this Notice was served upon you by the owner. Your failure to do so may be grounds for the commencement of an action by the owner to evict you from your apartment.

- ☐ I (we), the undersigned Tenant(s), accept the offer of a **one (1) year** renewal lease at a monthly rent of \$ 540.76 plus separate charges of \$ \_\_\_\_\_ for a total monthly payment of \$ \_\_\_\_\_.
- ☒ I (we), the undersigned Tenants(s), accept the offer of a **two (2) year** renewal lease at a monthly rent of \$ \_\_\_\_\_ plus separate charges of \$ \_\_\_\_\_ for a total monthly payment of \$ \_\_\_\_\_.
- ☐ I (we) will not renew my (our) lease and I (we) intend to vacate the apartment on the expiration date of the present lease.

Dated: Sept/16 20 17

Dated: 9/21 20 17

Tenant's Signature(s):

Owner's Signature(s):