



Mayor Mike Spano

CITY OF YONKERS

David B. Jackson, AAS, IAO, CCD
City Assessor

DEPARTMENT OF ASSESSMENT
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To Owners of Apartment Buildings in the City of Yonkers

The Department of Assessment is conducting its annual survey and analysis of income and operating expenses of rental apartment buildings located within the City of Yonkers to establish fair and equitable assessments for these types of properties.

This goal of equitable assessments can only be achieved through the cooperation of the taxpayers who own rental apartment buildings in the City. We are seeking your cooperation in this project by asking you to supply this office with a copy of your "**Property Maintenance and Operations Cost Survey**" that you submit to the Westchester County Rent Guidelines Board of the New York State Division of Housing and Community Renewal (DHCR), Office of Rent Administration pursuant to the Emergency Tenant Protection Act of 1974 (ETPA).

The income and operating expense information and vacancy information we are seeking is for the periods January 1, 2014 through December 31, 2014. This information is part of the information package you normally submit to DHCR. Additional Income and Expense forms may be obtained from the Assessment Office Website at <http://www.yonkersny.gov>.

The income and expense information and vacancy information you provide is subject to strict confidentiality requirements as provided for in Article 6 of the Public Officers Law and will not be disclosed or transferred to any other individual or entity. This information will only be used to analyze changes and trends in the levels of income and expenses of rental apartment buildings within the City of Yonkers.

Please return the requested DHCR information to the City Assessor along with your calendar year 2014 City of Yonkers Income and Expense statement. The mailing address is:

City of Yonkers
I & E Processing
Assessment Department, City Hall
40 South Broadway
Room 100
Yonkers, NY 10701

Thank you very much for your cooperation.

Very truly yours,

A handwritten signature in black ink that reads "David B. Jackson".

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