



USE THIS PAGE IF YOU HAVE THREE OR LESS PREMISES/SUBTENANTS OR, MAKE COPIES OF THIS PAGE TO REPORT ADDITIONAL PREMISES/SUBTENANTS. IF YOU REPORT MORE THAN THREE PREMISES OR SUBTENANTS, AND CHOOSE TO USE A SPREADSHEET, YOU MUST USE THE CRQ FINANCE SUPPLEMENTAL SPREADSHEET, WHICH YOU CAN DOWNLOAD FROM OUR WEBSITE AT WWW.NYC.GOV/CRTINFO.

EACH LINE MUST BE ACCURATELY COMPLETED. YOUR DEDUCTION WILL BE DISALLOWED IF INACCURATE INFORMATION IS SUBMITTED.

LINE	DESCRIPTION	PREMISES 1	PREMISES 2	PREMISES 3
1a.	Street Address	1a.		
1b.	Zip Code	1b.		
1c.	Block and 1d. Lot Number	1c/1d.		
		1c. BLOCK 1d. LOT	1c. BLOCK 1d. LOT	1c. BLOCK 1d. LOT
2.	Gross Rent Paid (see instructions)	2.		
3.	Rent Applied to Residential Use	3.		
4a.	SUBTENANT'S NAME	4a.		
4b.	Employer Identification Number (EIN) for partnerships or corporations	4b.	4b. EIN	4b. EIN
4c.	Social Security Number for individuals	4c.	4c. SSN	4c. SSN
4d.	Rent received from SUBTENANT (see instructions if more than one subtenant)	4d.		
5a.	Other Deductions (attach schedule)	5a.		
5b.	Commercial Revitalization Program special reduction (see instructions)	5b.		
6.	Total Deductions (add lines 3, 4d, 5a and 5b)	6.		
7.	Base Rent Before Rent Reduction (line 2 minus line 6)	7.		
8.	35% Rent Reduction (35% X line 7)	8.		
9.	Base Rent Subject to Tax (line 7 minus line 8)	9.		

**NOTE**

- ▶ If the line 7 amount represents rent for less than the full 3 month period, proceed to line 10a, or
- ▶ If the line 7 amount plus the line 5b amount is \$62,499 or less and represents rent for a full 3 month period, transfer line 9 to line 13, or
- ▶ If the line 7 amount plus the line 5b amount is \$62,500 or more and represents rent for a full 3 month period, transfer line 9 to line 14

**COMPLETE LINES 10 - 12 ONLY IF YOU RENTED PREMISES FOR LESS THAN THE FULL THREE-MONTH PERIOD**

10a. Number of Months at Premises during the tax period	10a. # of months		10a. # of months		10a. # of months	
	10b. From:	10c. To:	10b. From:	10c. To:	10b. From:	10c. To:
11. Monthly Base Rent before rent reduction (line 7 plus line 5b divided by line 10a)						
12. Quarterly Base Rent before rent reduction (line 11 X 3 months)						

- If the line 12 amount is \$62,499 or less, transfer the line 9 amount (not the line 12 amount) to line 13
- If the line 12 amount is \$62,500 or more, transfer the line 9 amount (not the line 12 amount) to line 14

RATE CLASS	TAX RATE	
13. (\$0 - 62,499)	0%	13.
14. (\$62,500 or more)	6%	14.
15. Tax Due before credit (line 14 multiplied by 6%)		15.
16. Tax Credit (see worksheet below)		16.

Note: The tax credit only applies if line 7 plus line 5b (or line 12, if applicable) is at least \$62,500, but is less than \$75,000. All others enter zero.

**Tax Credit Computation Worksheet**

- If the line 7 amount represents rent for the full 3 month period, your credit is calculated as follows:

$$\text{Amount on line 15} \times \left( \frac{\$75,000 \text{ minus the sum of lines 7 and 5b}}{\$12,500} \right) = \text{your credit}$$

- If the line 7 amount represents rent for less than the full 3 month period, your credit is calculated as follows:

$$\text{Amount on line 15} \times \left( \frac{\$75,000 \text{ minus line 12}}{\$12,500} \right) = \text{your credit}$$

**TRANSFER THE AMOUNTS FROM LINES 13, 14 AND 16 TO THE CORRESPONDING LINES ON PAGE 1**