

NEW YORK CITY HOUSING AUTHORITY

ISAACS HOUSES

TEL: (212) 427-6464

A. Date: 6/22/12

B. Dear RESIDENT :

This is to advise you that termination of your lease is being considered because of:

1. **CHRONIC RENT DELINQUENCY (CRD):** Failure to pay rent on time. This is different from any non-payment of rent case that may be pending in Housing Court for failure to pay current rent.
2. **NON-VERIFIABLE INCOME (NVI):** You failed to submit the Affidavit of Income or other documents needed to complete your annual recertification.
3. **FAILURE TO PERMIT INSPECTION:** You did not permit your apartment to be inspected on _____ and _____ after reasonable notice.
4. **BREACH OF RULES AND REGULATIONS (BRR)/BREACH OF LEASE:**
IMPROPER INSTALLATION AIR CONDITIONER
5. **NON-DESIRABILITY:**

C. Before further action is taken, you are being offered an opportunity to discuss this important matter in detail. Accordingly, an appointment has been arranged for you in the Management Office on JUNE 25, 2012 9:00 AM TO 11:00 AM. If this time is not convenient, please contact this office immediately to arrange another appointment.

NOTICE TO SECTION 8 VOUCHER HOLDERS - PROJECT BASED TENANTS
NYCHA is considering the termination of both your lease and your Section 8 subsidy.

This is a very serious matter and you are urged to make every effort to keep this appointment.

Very truly yours,

EFRAIN DIAZ
Property Manager

A translation of this document is available in your management office.

La traducción de este documento está disponible en su oficina de administración.

文件譯本可到屋邨管理辦事處或上網址。

Перевод этого документа находится в Вашем домоуправлении.



NEW YORK CITY HOUSING AUTHORITY
90 CHURCH STREET • NEW YORK, NY 10007

TEL: (212) 306-3000 • <http://nyc.gov/nycha>

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June 22, 2012

Dear Residents:
Re: Air Conditioners

According to NYCHA's House Rules and Regulations and the Resident Lease Agreement, if a resident wants to get a major appliance (air conditioner, freezer, dishwasher or clothes washing machine), they must first contact the development office and sign a special appliance agreement. If a resident removes a window guard to install an air conditioner (A/C), they must also call the development office because NYCHA must inspect the window to see that the A/C is securely installed. To prevent accidents, all air conditioners must be properly braced and installed according to the manufacturer's installation specifications.

- If a resident intends to remove an air conditioner, he/she must notify Management to arrange for an appointment. The resident cannot remove any air conditioner from any window unless a NYCHA maintenance worker is present to immediately replace the air conditioner with a window guard.

Development staff performs visual inspections of all apartments to ascertain those apartments that have missing, defective or improperly installed window guards or air conditioners. NYCHA staff is required to determine if all window guards are properly installed. This includes checking air conditioners to determine if the installation is permanent and the window is secured. Air conditioners improperly installed that present a clear and present danger of falling out of the window must be immediately removed by the resident or NYCHA personnel, and a window guard installed in its place. The Housing Property Manager, due to the emergency nature of the violation, may authorize access to the apartment by Maintenance Workers if the resident is not home.

- If other air conditioner deficiencies exist, the resident shall be advised that corrective action must be taken at the resident's cost and expense within three days.
- NYCHA staff will not install or remove an air conditioner, unless it presents a clear and present danger of falling out of the window, but staff will inspect the window to see that the A/C is securely installed and will install a window guard if the air conditioner has been removed and the household should have window guards.

Everyone's compliance is expected. A possible termination of tenancy may take place for non compliance.