



**FINANCE**  
**NEW • YORK**  
THE CITY OF NEW YORK  
DEPARTMENT OF FINANCE

For condominium buildings, since July 1, 2007 we allocate the value of the building to the individual units based on the percentage interest in common elements as stated in the condominium declaration your condominium filed with the NYS Attorney General's Office. This is done to determine the percent of the total building value attributed to a particular condominium unit for real property tax purposes. Before July 2007, Finance may have made adjustments or used another method as determined by the assessor.

Finance is now giving all condominium buildings the opportunity to inform us that you want your value to be allocated to units based on the percentage interest in common elements as stated in the declaration, subject to any amendments.

To request this reallocation, the Board of Managers must submit this affidavit making the request and informing Finance that the board is authorized to make such a request. We require that the Board attach to the affidavit a unit owner resolution that has been approved by all the owners of the condominium units that would be the subject of the reallocation of value. This way we know that the request is supported by all the unit owners.

Mail completed affidavits and supporting documentation to:

Department of Finance  
Property Division, Condo Unit  
66 John Street, 12th Floor  
New York, NY 10038

Attention: Anis Missak



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STATE OF NEW YORK)  
COUNTY OF \_\_\_\_\_ )

AFFIDAVIT

\_\_\_\_\_, being duly sworn, deposes and says:

1. I am a member of the Board of Managers (the "Board") of \_\_\_\_\_, a condominium located at \_\_\_\_\_ in the borough of \_\_\_\_\_, in the City of New York, and am authorized to execute this document on behalf of the Board;
2. The Board, pursuant to a duly authorized and approved resolution, is authorized to make the request described in this affidavit on behalf of the condominium;
3. The Board requests that the New York City Department of Finance allocate the assessed valuation attributed to the property among the units comprising the condominium in a manner consistent with the percentage interest in common elements allocated to each unit as set forth in the condominium declaration and any amendments recorded affecting the allocation of value of any unit in the condominium; and
4. Attached to this affidavit is a unit owner resolution, approved by all the owners of the condominium units that would be the subject of the reallocation of value for real property tax purposes, in support of the Board's request for reallocation to the New York City Department of Finance.

On the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me personally came \_\_\_\_\_ to me known, who, being by me duly sworn, did depose and say that he resides at \_\_\_\_\_; that he is the \_\_\_\_\_ of \_\_\_\_\_, the condominium described in and which executed the foregoing instrument and that he executed the foregoing instrument by authorization of the board of managers of said condominium.

\_\_\_\_\_  
NOTARY PUBLIC