

**NOTICE OF CAPITAL IMPROVEMENT**

Landlord's name \_\_\_\_\_

Address: \_\_\_\_\_

City: Jersey City State: NJ Zip: 0730

Phone: \_\_\_\_\_

Building address: \_\_\_\_\_

Jersey City, New Jersey: Zip: 0730

Dear: \_\_\_\_\_ Apt # \_\_\_\_\_

Please be advised that I have made an application for a capital improvement rent increase to the Rent Leveling Board. The basis for this application is for improvement performed on your building/apartment, as follows ( summary of improvement):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I am requesting a rent increase of \$            per room/per apartment/per window  
per month, for a total increase of \$            per month for your apartment.

**This increase cannot be collected prior to the Rent Leveling Board making a final decision on the application.** Be advised that you have the right to request a hearing before the Rent Leveling Board.

This notice is being sent in compliance with § Chapter 260 – 5. C (Multiple Dwelling Rent Control) of the Jersey City Code.

A copy of my application together with supporting documentation is filed in the Rent Leveling Office, 342 Martin Luther King Drive, Jersey City, N.J. 07305. You may write to request a copy from me, the Landlord.