



Landlord Incentive Request Form

Please email this completed form to request an incentive through the CCSI Landlord Incentive Program to Josh Ramos, support@ccsi.org.

Check the box below to indicate the specific incentive being requested.

<input type="checkbox"/>	\$1,000	Bonus for listing first unit on Front Door NY and renting it through the website
<input type="checkbox"/>	\$500	Bonus for listing up to four additional units on Front Door NY that are rented through the website
<input type="checkbox"/>	Amt. Requested \$	Reimbursement for repairs that are a direct result of damage caused by the tenant (up to \$3,000 per unit)
<input type="checkbox"/>	Amt. Requested \$	Reimbursement for rent not paid by tenant up to \$500

The following documents must be submitted to be eligible for an incentive

- W-9
- Copy of signed lease
- Verification that unit was rented to a participant in their program through Front Door NY website (Please provide the information below in the *Service Provider Information* section)
- Itemized estimates for repairs or receipts for work already completed
(If requesting incentive for damages)
- Security deposit reconciliation to show how funds were fully exhausted
(If requesting incentive for damages)

Service Provider Information (organization & case manager that is supporting your tenant)

Organization Name	
Name of Case Manager	
Case Manager Email	
Case Manager Phone	

Landlord/Property Manager Information

Landlord/Property Management Company	
Name of Person Completing Form	
Business Address	
Business Phone	
Business Email	

Signature Date

Admin Use Only:

Approve Deny Date: _____

