



# Low-Income Housing Credit Allocation Certification

Do not file separately. Attach this form and Form DTF-625-ATT to your New York State corporation tax return or personal income tax return if required (see instructions).

## Part I — Allocation of credit — Completed by New York State Division of Housing and Community Renewal

Check if:  Addition to qualified basis  Amended form  This property is receiving a federal LIHC

Address of building (do not use PO box) (see instructions)	Name and address of building owner receiving allocation
New York State building identification number (BIN)	TIN of building owner receiving allocation TIN _____

1a Date of allocation _____	1b Maximum housing credit dollar amount allowable .....	1b.	
2 Maximum applicable credit percentage allowable .....		2.	%
3a Maximum qualified basis .....		3a.	
3b Check here <input type="checkbox"/> if the eligible basis used in the computation of line 3a was increased under the high-cost area provisions of Internal Revenue Code (IRC) section 42(d)(5)(C). Enter the percentage to which the eligible basis was increased (see instructions) .....		3b.	1 %
4 Percentage of the aggregate basis financed by tax-exempt bonds (if zero, enter "0") .....		4.	%
5 Date building placed in service _____			
6 Check the box that describes the allocation for the building (check one only):			
a <input type="checkbox"/> Newly constructed and federally subsidized    b <input type="checkbox"/> Newly constructed and <b>not</b> federally subsidized    c <input type="checkbox"/> Existing building			
d <input type="checkbox"/> IRC section 42(e) rehabilitation expenditures federally subsidized    e <input type="checkbox"/> IRC section 42(e) rehabilitation expenditures <b>not</b> federally subsidized			

Under penalties of perjury, I declare that the allocation made is in compliance with the requirements of Article 2-A of the New York State Public Housing Law and section 42 of the IRC, and that I have examined Part I of this form and to the best of my knowledge and belief, the information is true, correct, and complete.

Signature of authorized official	Name (please type or print)	Date
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## Part II — First-year certification — Completed by building owner for first year of credit period only

7a Date building placed in service _____	7b Eligible basis of building (see instructions) .....	7b.	
8a Original qualified basis of the building at close of first year of credit period .....		8a.	
8b Are you treating this building as part of a multiple building project for purposes of IRC section 42 (see instructions)? ..... Yes <input type="checkbox"/> No <input type="checkbox"/>			
9a If box 6a or box 6d is checked, do you elect to reduce eligible basis under IRC section 42(i)(2)(B)? ..... Yes <input type="checkbox"/> No <input type="checkbox"/>			
9b Do you elect to reduce the eligible basis by disproportionate costs of non-low income units (IRC section 42(d)(3))? ..... Yes <input type="checkbox"/> No <input type="checkbox"/>			
10 Check the appropriate box for each election:			
a Elect to begin credit period the first year after the building is placed in service (IRC section 42(f)(1)) ..... Yes <input type="checkbox"/> No <input type="checkbox"/>			
b Elect <b>not</b> to treat large partnership as taxpayer (IRC section 42(j)(5)) ..... Yes <input type="checkbox"/>			
c Elect minimum set-aside requirement (IRC section 42(g)) (see instructions) ..... 20-50 <input type="checkbox"/> 40-60 <input type="checkbox"/> 25-60 (NYC only) <input type="checkbox"/>			
d Elect minimum set-aside requirement (Public Housing Law, section 21(5)(b)) ..... 40-90 <input type="checkbox"/>			
e Elect deep-rent-skewed project (IRC section 142(d)(4)(B)) (see instructions) ..... 15-40 <input type="checkbox"/>			

Note: A separate Form DTF-625-ATT, Low-Income Housing Credit — Annual Statement, for each building must be attached to the corresponding Form DTF-625 for each year of the 15-year compliance period.

**Caution:** Read the instructions below under *Signature* before signing this part.

Under penalties of perjury, I declare that the building identified in Part I of this form continues to qualify as part of a qualified low-income housing project and meets the requirements of Article 2-A of the New York State Public Housing Law and section 42 of the IRC, and that the qualified basis of the building has  has not  decreased for this tax year. I have examined this form and attachments, and to the best of my knowledge and belief, they are true, correct, and complete.

Signature	Taxpayer identification number	Date
Name (please type or print)		

**Signature**

Because Form DTF-625 requires an original signature each year and the form is not issued annually by the New York State Department of Housing and Community Renewal (DHCR), complete the following steps **after** you receive the form from DHCR:

1. Complete Part II of the form (do **not** sign the original).
2. After completing Part II, make a copy of the form.
3. Complete all items in the signature section of the copy that you file with your tax return. Keep the original copy you receive from DHCR so that copies can be made from the unsigned original copy and used for filing with your future years' tax returns.
4. Complete Form DTF-625-ATT for each building and attach it to the signed copy of Form DTF-625 you attach to your income tax return.
5. If the maximum applicable credit percentage allocated to the building in Part I, line 2, reflects an election made under IRC section 42(b)(2)(A)(ii), you must attach a copy of the election statement and, if the binding agreement specifying the housing credit dollar amount is contained in a separate document, a copy of the binding agreement to Form DTF-625 for the first tax year in which you claim the credit.
6. If the housing credit dollar amount allocated in Part I, line 1b, reflects an allocation made under IRC section 42(h)(1)(E) or 42(h)(1)(F), you must attach a copy of the allocation document to Form DTF-625 for the first tax year you claim the credit.

Note: If you received more than one allocation (for example, an allocation the year the building was placed in service and a second allocation based on an addition to qualified basis), attach signed copies of both Forms DTF-625 to your return.

**Need help?**

**Telephone assistance** is available from 8 a.m. to 5:55 p.m. (eastern time), Monday through Friday.

**For business tax information**, call the  
New York State Business Tax  
Information Center: 1 800 972-1233

**For general information:** 1 800 225-5829

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From areas outside the U.S. and  
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1 800 634-2110 from 8 a.m. to 5:55 p.m. (eastern time),  
Monday through Friday. If you do not own a  
telecommunications device for the deaf (TDD), check with  
independent living centers or community action programs  
to find out where machines are available for public use.



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**If you need to write**, address your letter to:

NYS TAX DEPARTMENT  
TAXPAYER CONTACT CENTER  
W A HARRIMAN CAMPUS  
ALBANY NY 12227

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The Commissioner of Taxation and Finance may collect and maintain personal information pursuant to the New York State Tax Law, including but not limited to, sections 171, 171-a, 287, 308, 429, 475, 505, 697, 1096, 1142, and 1415 of that Law; and may require disclosure of social security numbers pursuant to 42 USC 405(c)(2)(C)(i).

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Information concerning quarterly wages paid to employees is provided to certain state agencies for purposes of fraud prevention, support enforcement, evaluation of the effectiveness of certain employment and training programs and other purposes authorized by law.

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