## A. Join thousands of tenants in NYC and submit your Annual Recertification online!

B. Account #: C. Case #:

D. Dear

You previously received a letter that stated an incorrect due date for your 2nd Quarter Annual Recertification. Please note that the correct due date to submit your Annual Recertification is **April 1st, 2017**. Remember, this time you will not receive your paper Affidavit of Income in the mail.

## Why do your Annual Recertification online?

- Saves you time your information is pre-loaded from last year
- Easy you see a list of the required documents for your household
- Secure you get instant confirmation that your recertification is submitted

## Join the thousands of tenants in NYC who already complete their annual review online!

- 1. Go online to: bit.do/nycha
- 2. Enter your username:
- 3. Enter your temporary password: [First 2 letters of your last name]@[Last 5 digits of your Social Security Number]

Example:	Your	Name	(123-45-6789) =	na@56789
	(First Name)	(Last Name)	(Social Security Number)	(Temporary Password)

\*\*If you have already registered on NYCHA's Self Service portal, please disregard the temporary password provided in this letter and use the password you associated with your account.\*\*

We are here to help if you need anything

- Visit your local Management Office (where you can also request a paper copy if you prefer one)
- Call your Customer Contact Center: (718) 707-7771

A translation of this document is available in your management office and online at https://selfserve.nycha.info/.

公房管理處和房屋局網站 (網址: https://selfserve.nycha.info/) 備有文件譯本可供索取。

Перевод этого документа находится в Вашем домоуправлении и на интернете https://selfserve.nycha.info/.



NYCHA 040.904A (3/1/17) PH INITIAL NOTIFICATION LETTER TO TENANT (DUE DATE