



PW7: Certificate of Occupancy /
Letter of Completion Folder
Review Request
Must be typewritten

DEPT BLDGS Job No. 103916700
Scan Code ESHS9451153

1	Location Information																				
<table style="width: 100%;"><tr><td style="width: 33%;">House No(s) 353</td><td style="width: 33%;">Street Name EAST 78 STREET</td><td style="width: 33%;">Work Proposed on Floor No(s) OSP</td></tr><tr><td>Borough Manhattan</td><td>Block 1453 Lot 21</td><td>BIN 1045251 CB No. 108</td></tr></table>		House No(s) 353	Street Name EAST 78 STREET	Work Proposed on Floor No(s) OSP	Borough Manhattan	Block 1453 Lot 21	BIN 1045251 CB No. 108														
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2	Requestor Information																				
Individuals Relationship to Job (example: applicant, owner filing representative) <table style="width: 100%;"><tr><td style="width: 33%;">Last Name Batista</td><td style="width: 33%;">First Name Charlie</td><td style="width: 33%;">Middle Initial A</td></tr><tr><td>Business Name HH Building Consulting & Architecture, P.C.</td><td colspan="2">Business Telephone 212-233-3630</td></tr><tr><td>Business Address 51 Hudson Street</td><td colspan="2">Business Fax 212-233-3632</td></tr><tr><td>City New York</td><td>State NY Zip 10013</td><td>Mobile Telephone 347-488-5994</td></tr><tr><td>E-Mail Charlie@hhbuildingconsultants.com</td><td colspan="2">License Number 3008</td></tr></table>		Last Name Batista	First Name Charlie	Middle Initial A	Business Name HH Building Consulting & Architecture, P.C.	Business Telephone 212-233-3630		Business Address 51 Hudson Street	Business Fax 212-233-3632		City New York	State NY Zip 10013	Mobile Telephone 347-488-5994	E-Mail Charlie@hhbuildingconsultants.com	License Number 3008						
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3	Type of Request <i>Choose one.</i>																				
☒ Letter of Completion (Directive 14 or Non-Directive 14) ☐ TCO - Temporary Certificate of Occupancy (Borough Commissioner's Office may be required. All requirements must be fulfilled before a TCO will be issued) 3A ☐ Renewal of TCO - Temporary Certificate of Occupancy (Borough Commissioner's Office approval may be required. All requirements must be fulfilled before a TCO will be issued) 3A ☐ Final Certificate of Occupancy 3A 3A ☐ Change of address, block/lot, metes and bounds only (28-118.16.2)																					
4	Comments <i>If additional space is required, write "see A1-1" here and submit a completed A1-1 form with this request.</i>																				
5	Statements and Signatures																				
By signing below, I understand that all the information provided is true to the best of my knowledge and that falsification of any statement is a misdemeanor under § 26-124 of the NYC Administrative Building Code and punishable by a fine or imprisonment, or both. It is unlawful to give to a city employee, or for a city employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine, or both. Requestor Signature <u>Charlie Batista</u> Date <u>4/22/15</u>																					
Borough Commissioner's Office TCO Authorization <i>Do not write in this section.</i>																					
Comments:																					
Authorized Name (please print) ☐ Approved ☐ Disapproved																					
Authorization Signature (if approved only) _____ Date _____																					
Disapproval Reasons <i>Review request cannot be processed for the following reasons:</i>																					
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