



PW7:
Certificate of Occupancy/Letter of Completion
Folder Review Request

(Must be typewritten)

1 LOCATION INFORMATION

House No(s) **413** Street Name **EAST 72 STREET** Work Proposed on Floor No(s) **001** **104196086**
Borough **MANHATTAN** Block **1467** Lot **9** BIN **1045845** CB No. **108**

2 REQUESTOR INFORMATION

Individuals Relationship to Job *(Example: Applicant, Owner Filing Representative)*

Last Name **PARK** First Name **MARIA** Middle Initial _____
Business Name **CALIENDO ARCHITECTS** Business Telephone **(718) 268-9098**
Business Address **138-72 QUEENS BLVD** Business Fax **718268097**
City **BRIARWOOD** State **NY** Zip **11435** Mobile Telephone _____
E-Mail _____ License Number **002874**

3 TYPE OF REQUEST *(Choose one)*

- ☒ Letter of Completion (Directive 14 or Non-Directive 14)
- ☐ TCO - Temporary Certificate of Occupancy. Must complete the TCO Worksheet on pages 2 and 3 of the PW7. All applicable requirements checked on TCO Worksheet must be fulfilled before a TCO will be issued. (Borough Commissioner's Office approval is required).
- ☐ TCO - Temporary Certificate of Occupancy with Change. Must complete the TCO Worksheet on pages 2 and 3 of the PW7. All applicable requirements checked on TCO Worksheet must be fulfilled before a TCO will be issued. (Borough Commissioner's Office approval is required).
- ☐ Renewal of TCO - Temporary Certificate of Occupancy. All applicable requirements must be fulfilled before a TCO is issued. (Borough Commissioner's Office approval may be required) 3A
- ☐ Final Certificate of Occupancy 3A
3A ☐ Change of address, block/lot, metes and bounds only (28-118.16.2)

4 COMMENTS *(If additional space is required, write 'see A1-1' here and submit a completed A1-1 form with this request)*

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 _____

Date **1/08/20**

Borough Commissioner's Office TCO Authorization *Do not write in this section.*

Comments:

Authorized Name (please print)

☐ Approved

☐ Disapproved

Authorization Signature (if approved only)

Date

Disapproval Reasons *Review request cannot be processed for the following reasons:*

- ☐ Fees unpaid ☐ Open ECB/DOB Violation(s) ☐ Incomplete PAA ☐ Audit Conditions Pending / Job on Hold
- ☐ Missing inspection Sign-off(s): ☐ Construction ☐ Plumbing ☐ Electrical ☐ Other: _____
- ☐ Missing Required item(s): _____ ☐ TR-1 Error(s): _____
- ☐ Form(s) missing/incomplete: Form(s) _____ Section(s)/Reason(s) _____
- ☐ Other: _____