



PW-7: Certificate of Occupancy
Letter of Completion Folder
Review Request
Must be typewritten.

DEPT. BLDGS	310033870	Job Number
SC340606380		Scan Code

1 Location Information

House No(s)	1319	Street Name	50 STREET	Work Proposed on Floor No(s)	
Borough	BROOKLYN	Block	5642	Lot	70
BIN		CB No.			

2 Requestor Information

Individuals Relationship to Job (example: applicant, owner, filing representative)					
Last Name	BRAUNSTIEN	First Name	BARRY	Middle Initial	
Business Name	N/A	Business Telephone	917-804-4410		
Business Address	1319 50 STREET	Business Fax			
City	BROOKLYN	State	NY	Zip	11219
E-Mail		License Number			

3 Type of Request *Choose one.*

- ☒ Letter of Completion (Directive 14 or Non-Directive 14)
- ☐ TCO - Temporary Certificate of Occupancy (Borough Commissioner's Office approval may be required. All requirements must be fulfilled before a TCO will be issued)
- ☐ 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)
- ☐ Final Certificate of Occupancy

4 Comments *If additional space is required, write "see AI-1" here and submit a completed AI-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 is 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 _____

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

Comments:	
Authorized Name (please print)	☐ Approved ☐ Disapproved
Authorized 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
☐ Missing Required Item(s):	☐ TR-1 Error(s):		
☐ Form(s) missing/incomplete: Form(s)	Section(s)/Reason(s)		
☐ Other:			