



PW-7: Certificate of Occupancy /  
Letter of Completion Folder  
Review Request

Must be typewritten.

|                                |           |            |
|--------------------------------|-----------|------------|
| DEPT. BLDGS                    | 310061624 | Job Number |
| SC080923600                    | Scan Code |            |
| ATIX B13 Job Number (not here) |           |            |

9.24.08

**1 Location Information**

|                  |                           |                                   |
|------------------|---------------------------|-----------------------------------|
| House No(s) 679  | Street Name Fourth Avenue | Work Proposed on Floor No(s) Roof |
| Borough Brooklyn | Block 643 Lot 7           | BIN 3388814 CB No. 307            |

**2 Requestor Information**

Individuals Relationship to Job (example: applicant, owner, filing representative)

Last Name Chen/Donohue/Aslanov First Name Dorothy/Jonathan/Sarvar Middle Initial

Business Name CCM Consulting Group Inc. Business Telephone 212-268-7378

Business Address 115 West 30th Street Business Fax 212-268-7379

City New York State NY Zip 10001 Mobile Telephone

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

9/23/08

**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

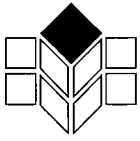
**Disapproval Reasons** Review request cannot be processed for the following reasons:

- |                                                          |                                                    |                                         |                                                                 |
|----------------------------------------------------------|----------------------------------------------------|-----------------------------------------|-----------------------------------------------------------------|
| <input type="checkbox"/> Fees unpaid                     | <input type="checkbox"/> Open ECB/DOB Violation(s) | <input type="checkbox"/> Incomplete PAA | <input type="checkbox"/> Audit Conditions Pending / Job on Hold |
| <input type="checkbox"/> Missing Inspection Sign-off(s): | <input type="checkbox"/> Construction              | <input type="checkbox"/> Plumbing       | <input type="checkbox"/> Electrical                             |
| <input type="checkbox"/> Missing Required Item(s):       | <input type="checkbox"/> Other:                    |                                         |                                                                 |

☐ Form(s) missing/incomplete: Form(s)

☐ TR-1 Error(s):

☒ Other: Cost Affidavit - incorrect fee



**ARCNET**<sup>SM</sup>

105 White Oak Lane, Suite 103  
Old Bridge, NJ 08857  
Tel. 732.607.1919 Fax. 732.907.1802  
General email: [efax@arcnet.org](mailto:efax@arcnet.org)  
Website: [www.arcnet.org](http://www.arcnet.org)

August 19, 2008

**NYC DEPARTMENT OF BUILDINGS**

Borough of Brooklyn  
210 Joralemon Street  
Brooklyn, NY 11201

Re: 679 Fourth Avenue  
Application #310061624

Dear Sir/Madam:

Respectfully requesting letter of completion for the above referenced application.

Thank you.

Sincerely,

Robert Juengert

RJ/jd

