



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

Must be typewritten.



1 Location Information

House No(s) 998

Street Name EAST 35TH STREET

Work Proposed on Floor No(s)

Borough BROOKLYN

Block 7580

Lot 68

BIN 3394152

CB No. 318

2 Requestor Information

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

Last Name GARCIA

First Name JENNIFER

Middle Initial

Business Name DESIGN 2147, LTD

Business Telephone 718-383-9340

Business Address 52 DIAMOND STREET

Business Fax

City BROOKLYN

State NY

Zip 11222

Mobile Telephone

E-Mail

License Number x01687

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.

NO PW.3 REQUIRED IN CONJUNCTION WITH NEW BUILDING# 310037064.

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

12/3/09

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

☐ Other: _____

☐ Missing Required Item(s): _____

☐ TR-1 Error(s): _____

☐ Form(s) missing/incomplete: Form(s) _____

Section(s)/Reason(s) _____

☐ Other: _____