



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

Must be typewritten.

DEPT. BLDGS	310179400	Job Number
SC090930601		Scan Code

1 Location Information

House No(s) 151 Street Name Lincoln Place Work Proposed on Floor No(s) Cel, Bas, 1, 2, 3, 4
Borough Brooklyn Block 948 Lot 51 BIN 3019496 CB No. 306

2 Requestor Information

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

Last Name	Kefalas	First Name	Filolaos	Middle Initial	T.
Business Name	Sideris Kefalas Engineers P.C.			Business Telephone	(718) 224-9091
Business Address	217-22 Northern Boulevard			Business Fax	(718) 224-9143
City	Bayside	State	NY	Zip	11361
E-Mail	pat@skenyc.com			Mobile Telephone	
				License Number	066710

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 required except in Manhattan. All requirements must be fulfilled before a TCO will be issued)
- ☐ Renewal of TCO - Temporary Certificate of Occupancy (Borough Commissioner's Office approval required except in Manhattan. All requirements must be fulfilled before a TCO will be issued)
- ☐ Final Certificate of Occupancy

4 Comments If additional space is required, write "see A11" here and submit a completed A11 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 9/29/09

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): _____ ☐ TR1 Error(s): _____
- ☐ Form(s) missing/incomplete: Form(s) _____ Section(s)/Reason(s) _____
- ☒ Other: Microfilm fees have not been paid.