



PW7: Certificate of Occupancy /
Letter of Completion Folder
Review Request
Must be typewritten

DEPT BLDGS Job No. 321181680
Scan Code ESHS7547572

1	Location Information
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House No(s) 404 Street Name ALBEMARLE ROAD Work Proposed on Floor No(s) 001

Borough BROOKLYN Block 5337 Lot 1 BIN 3124636 CB No. 312

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

Last Name HOSSAIN

First Name SHEIKH

Middle Initial

Business Name SHEIKH EXPEDITING CORP.

Business Telephone 718-358-6401

Business Address 43-23 COLDEN STREET, APT.#7D

Business Fax

City FLUSHING

State NY

Zip 11355

Mobile Telephone

E-Mail

License Number 004461

3	Type of Request Choose one.
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- ☒ Letter of Completion (Directive 14 or Non-Directive 14)
- ☐ TCO - Temporary Certificate of Occupancy (Borough Commissioner's Office may be required. All requirements must be fulfilled before a TCO will be issued) 3A
- ☐ 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) 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.
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5	Statements and Signatures
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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 12/18/18

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: _____	