



PW7: Certificate of Occupancy /
Letter of Completion Folder
Review Request

Must be typewritten



1 Location Information

House No(s) 2426 Street Name E 23 ST Work Proposed on Floor No(s) 002.
Borough BROOKLYN Block 7422 Lot 318 BIN 3203276 CB No. 315

2 Requestor Information

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

Last Name CHEN

First Name DANNY

Middle Initial

Business Name DANNY'S SUPER DOLLAR INC.

Business Telephone 718-331-8899

Business Address 742 68TH STREET

Business Fax 718-331-8896

City BROOKLYN

State NY

Zip 11220

Mobile Telephone 646-708-5883

E-Mail DANNYCHEN1234@HOTMAIL.COM

License Number 091710

3 Type of Request Choose one

- ☒ 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

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 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

7/28/18

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: _____