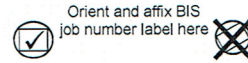




PW7: Certificate of Occupancy /
Letter of Completion Folder
Review Request
Must be typewritten



1	Location Information																				
<table style="width: 100%;"> <tr> <td style="width: 25%;">House No(s) 158-40</td> <td style="width: 25%;">Street Name 96th Street</td> <td style="width: 50%;">Work Proposed on Floor No(s) Roof</td> </tr> <tr> <td>Borough Queens</td> <td>Block 14165 Lot 25</td> <td>BIN 4295086 CB No. 410</td> </tr> </table>		House No(s) 158-40	Street Name 96th Street	Work Proposed on Floor No(s) Roof	Borough Queens	Block 14165 Lot 25	BIN 4295086 CB No. 410														
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2	Requestor Information																				
Individuals Relationship to Job (example: applicant, owner filing representative)																					
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3	Type of Request <i>Choose one.</i>																				
☒ 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 <i>If additional space is required, write "see A1-1" here and submit a completed A1-1 form with this request.</i>																				
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 7/18/16																					
Borough Commissioner's Office TCO Authorization <i>Do not write in this section.</i>																					
Comments: 																					
<table style="width: 100%;"> <tr> <td style="width: 50%;">Authorized Name (please print)</td> <td style="width: 25%;">☐ Approved</td> <td style="width: 25%;">☐ Disapproved</td> </tr> <tr> <td>Authorization Signature (if approved only)</td> <td colspan="2">Date</td> </tr> </table>		Authorized Name (please print)	☐ Approved	☐ Disapproved	Authorization Signature (if approved only)	Date															
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Disapproval Reasons <i>Review request cannot be processed for the following reasons:</i>																					
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