



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

Must be typewritten

DEPT BLDGS Job No. 500382506



Scan Code ESHS6117073

1 Location Information

House No(s) 2015 Street Name FOREST AVENUE Work Proposed on Floor No(s) OSP, CEL ,001
Borough STATEN ISLAND Block 1222 Lot 01 BIN 5027668 CB No. 501

2 Requestor Information

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

Last Name SAULO-CANELO

First Name VANESSA

Middle Initial

Business Name VSS CONSULTANTS INC.

Business Telephone (347) 884-1430

Business Address 1606 RICHMOND AVENUE

Business Fax 718 370-0915

City STATEN ISLAND

State NY

Zip 10314

Mobile Telephone

E-Mail vanessas@avsarch.com

License Number 3957

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.

RESPECTFULLY REQUEST ISSUANCE OF FINAL CERTIFICATE OF OCCUPANCY.

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

Vanessa S. Canelo

Date 3/13/2019

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: _____