



# PW7: Letter of Completion Request

(Must be typewritten)

## 1 LOCATION INFORMATION

|             |               |             |              |                              |     |
|-------------|---------------|-------------|--------------|------------------------------|-----|
| House No(s) | 35            | Street Name | Union Avenue | Work Proposed on Floor No(s) | ROF |
| Borough     | Staten Island | Block       | 1213         | Lot                          | 59  |
|             |               | BIN         | 5027500      | CB No.                       | 501 |

## 2 REQUESTOR INFORMATION

Individuals Relationship to Job (Example: Applicant, Owner Filing Representative)

|                  |                               |            |         |                    |              |
|------------------|-------------------------------|------------|---------|--------------------|--------------|
| Last Name        | McLeod                        | First Name | SeAirra | Middle Initial     | M            |
| Business Name    | Sunrun Installation Services  |            |         | Business Telephone | 909-441-0503 |
| Business Address | 26 Worlds Fair Drive, Suite K |            |         | Business Fax       |              |
| City             | Somerset                      | State      | NJ      | Zip                | 08873        |
| E-Mail           | seairra.mcleod@sunrun.com     |            |         | Mobile Telephone   | 909-441-0503 |
|                  |                               |            |         | License Number     | 7369         |

## 3 TYPE OF REQUEST

☒ Letter of Completion (Directive 14 or Non-Directive 14)

## 4 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 09/23/2022

### Disapproval Reasons Review request cannot be processed for the following reasons:

- |                                                              |                                                    |                                         |                                                                 |
|--------------------------------------------------------------|----------------------------------------------------|-----------------------------------------|-----------------------------------------------------------------|
| <input type="checkbox"/> Fees unpaid                         | <input type="checkbox"/> Open ECB/DOB Violation(s) | <input type="checkbox"/> Incomplete PAA | <input type="checkbox"/> Audit Conditions Pending / Job on Hold |
| <input type="checkbox"/> Missing inspection Sign-off(s):     | <input type="checkbox"/> Construction              | <input type="checkbox"/> Plumbing       | <input type="checkbox"/> Electrical                             |
| <input type="checkbox"/> Missing Required item(s):           | <input type="checkbox"/> TR-1 Error(s):            | <input type="checkbox"/> Other: _____   |                                                                 |
| <input type="checkbox"/> Form(s) missing/incomplete: Form(s) | Section(s)/Reason(s) _____                         |                                         |                                                                 |
| <input type="checkbox"/> Other: _____                        |                                                    |                                         |                                                                 |