

LIC8: Filing Representative Application Application must be typewritten

1	1 Application Type						2 License Number					
	☐ Original	☐ Renewal	☐ Change	Reissue								
3												
	☐ Class 1 Filing Representative ☐ Class 2 Code and Zoning Representative											
4	4 Applicant Information											
	First Name Middle Initial					Last Name						
	Address					Home Telephone						
	City		State Zip		Date of Birth (m/d/y)							
	Social Security No.				Email Address							
•	Mobile					PENS PIN # (For Class 2 applicants ONLY)						
5												
	Are you Self-Employed? Yes No											
	Business Name Business Teleph						Telephone	!				
	Business Address					ŀ	Business I	E-mail				
	City		State	Zip		I	Fed Tax II) #				
6	6 Education Information (Class 2 applications ONLY - not required for all renewal applications)											
	Institution/College I	Name										
	Address											
	City		State			Zip						
	Country (If not U.S.	.)	Degree	☐ B/	Α [BS	Major					
7	7 Qualifying Education and Experience (Class 2 applications ONLY - not required for all renewal applications)											
		<u> </u>				•						
	☐ A four (4) year	degree in Architec	ture or Engineering fro	om an accredited col	lege (submit co	py of the	degree)				
	A four (4) year degree in another field from an accredited college and two (2) years of filing experience with the Department on at least fifty (50) jobs within four (4) years of application for registration - Must already be a department registered Class 1 Filing Representative											
8	Training											
	Course Name Issuing Agency			Date Issued								
	Course Name		Issuing Agen	Issuing Agency			Date Issued					
9	Licensing Histor	ry (required for a	all applications)									
	List all licenses, cert	ist all licenses, certifications or registrations issued to you, by City or State. Include Driver License.										
	Туре		LIC/CERT/REG N	umber St	atus	(active/	not activ	re)	Expir	ation Da	te	
	<u> </u>					<u> </u>		<u> </u>				
	Have any licenses/certifications/registrations issued to you ever been suspended, restricted, or revoked; or have Yes No you ever been censured or disciplined in connection therewith?											
	If YES to the above, please indicate in Section 11 the type of license/certification/registration along with the reason for the suspension, restriction, revocation, or discipline.											



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10	6 Employment History (required for original applications)									
	☐ Yes ☐ No	Were you ever emp	oloyed by the Department of Buildings or any other N	lew York City agency?						
	☐ Yes ☐ No	Are you related to a	any Department of Buildings employees (including th	rough marriage)?						
	☐ Yes ☐ No		City, have you sought and received approval for you Board? If YES , please provide a copy of the ruling.	r non-city employment from New York City						
	If Yes to any of the abov	e, please provide the de	tails in Section 11.							
11	Comments (add add	itional sheets as nece	ssary)							
40	Convictions and Fine		ndia atia na)							
12	Convictions and Fine	es (required for all ap	pilcations)							
_	Have you ever been convicted or pled guilty to an offense anywhere (an offense is defined as a violation, felony or misdemeanor)? For renewal applicants, were you convicted since your last renewal?									
_	If YES to the above, pleas	e provide the details in the	ne conviction section 1 of the LIC34 application.							
13	Statements and Sign	atures								
	I have read and I understand all the items contained in this document. Falsification of any statement is a misdemeanor and is 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.									
	As a condition of being registered, pursuant to section Title 28 , chapter 4 , Article 416 of the New York City Administrative Code , and of being granted a non-employee identification card from the Department of Buildings,									
	I,, hereby agree to comply with all provisions of									
	the Administrative Code, the Rules of the City of New York, and the Department's rules, regulations, policies, procedure notices and directives regarding how non-employee card holders conduct their specific trade.									
	regarding now non-empic	byee card noiders condu	ct their specific trade.							
Name	e (print)		Notarization	Notary Seal						
Signature			Sworn to or affirmed under penalty of perjury							
			day of 20							
Date			Notary Signature							
	Internal Use Only									
	Fee Paid	ID Pick-up/M	failed Date							