

THE CITY OF NEW YORK  
HOUSING AND DEVELOPMENT ADMINISTRATION  
DEPARTMENT OF BUILDINGS

DEPARTMENTAL MEMORANDUM

DATE: May 5, 1975

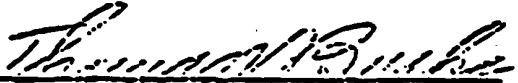
TO: Borough Superintendents

FROM: Thomas V. Burke, P.E., Director of Operations

SUBJECT: REISSUANCE OF TEMPORARY CERTIFICATES OF OCCUPANCY  
FOR BOUND OF EDUCATION FOREIGN SCHOOLS

Attached herewith is a copy of a form letter which will be sent to the borough office requesting inspection and reissuance of a Temporary Certificate for a term of 5 years. The letter may be signed by Mr. Bernard Iakritz who is now Director of Operations, Mr. Herbert Eisdorfer Director of Bureau of Maintenance and Personnel, with similar high echelon titles. (See letterhead)

The procedure to be followed in reissuing 5 year Certificates of Occupancy is my memorandum on the subject dated July 24, 1968, which may be found on page 80-81 of volume 1 of the bound directories.

  
Thomas V. Burke, P.E.  
Director of Operations

TVE:LR:ah

cc: Exec. Staff  
Ed. of Ed.  
Jos. B. Klein, Pa. St & Ap.

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