

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

DEPARTMENTAL MEMORANDUM

DATE: October 31, 1974

TO: Borough Superintendents

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

SUBJECT: Application for Equipment Use Permit - Form 25
Equipment Use Permit - Form 25A

Attached herewith are revised forms 25 and 25A, which superceded the forms modified on June 26, 1974.


The major change in the newly revised form is the wording of the inspector's certification. Please discontinue the distribution of the old forms and their acceptance at the plan desk, and arrange for the collection and disposal of the old forms.

Processing of pending applications for equipment use permits:

1. The applicant shall not be required to file new application forms.
2. The inspector shall be required to sign the old application form. He is permitted to add the new wording which limits the degree of inspection. He shall also indicate that the equipment use permit card has been issued.
3. Old equipment use permit cards are not to be used and are not to be signed by the inspector. Only revised equipment use permits (10-74) are to be issued.

This procedure is to be implemented as of the date of this memorandum.

ATTACHMENTS:


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

TVB/LR/sc

CC: Commissioners
Minkin
Schneider
Dwoskin
Linker
Office of Labor Relations, Mr. Watanabe & Vincent Sorge
A.B.I., T. McLoughlin, President
L. Beck
Grossman

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