



The  
City  
of  
New York

ISSUANCE #71

DEPARTMENT OF BUILDINGS

EXECUTIVE OFFICES

60 HUDSON STREET, NEW YORK, N. Y. 10013

CHARLES M. SMITH, Jr., R.A., Commissioner

CHARLES R. FOY, I  
General Counsel

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Legal  
Policy and Procedure Notice #4 /87

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TO: Distribution  
FROM: Charles R. Foy, General Counsel  
DATE: December 28, 1987  
SUBJECT: Freedom of Information Law

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FEEES FOR CERTIFIED COPIES OF DEPARTMENTAL RECORDS

Administrative Policy and Procedure Notice #13/87 dated October 14, 1987, is supplemented by the following:

In order to comply with the Mayor's Uniform Rules and Regulations pertaining to the administration of the Freedom of Information Law, no additional fee should be charged for the certification of copies of departmental records. The fees to be charged remain as stated in Administrative PPN # 13/87 and are unaffected by a request that the records sought be "certified."

Therefore, twenty-five cents remains the maximum fee for certified photocopies of records that are nine inches by fourteen inches, or smaller. The only exception to this twenty-five cents maximum is for certificates of pending violations (violation searches) and photocopies of violations (except B.E.C. violations) which stay at the fee levels stated in Section 26-214 of the Building Code.