



1 LOCATION INFORMATION *(required for all applications)*

House No.: _____ Street Name: _____ Apt./Condo No(s): _____
 Borough: _____ Block: _____ Lot: _____ BIN: _____ CB No.: _____

2 PERMIT APPLICANT INFORMATION *(required for all applications – Bus. Fax & Mobile Phone optional)*

Last Name: _____ First Name: _____ Middle Initial: _____
 Business Name: _____ Business Phone No.: _____
 Business Address: _____ Business Fax No.: _____
 City: _____ State: _____ Zip Code: _____ Mobile Phone No.: _____
 Email: _____ Taxpayer ID: _____
 General Contractor Registered Design Professional Other *(please specify)*
 Registration Tracking Number: _____

3 EXCEPTIONS *(required for all applications)*

Per Administrative Code Sections 28-105.1.4 and 28-105.1.5. Check all exceptions that apply.

- The summons that resulted in the one-year restriction was not based on a false statement about the occupancy status of the building in an application for construction document approval.
- The building was not occupied when the Work Without a Permit that resulted in the one-year restriction was performed.
- The permit is for a dwelling unit that is owned as a condominium or held by a shareholder of a cooperative corporation under a proprietary lease.
- The issuance of the permit is necessary to correct an outstanding violation of the Construction Code, the Housing Maintenance Code or any other applicable provisions of law or rule.
Violation/Summons No(s): _____
- The issuance of the permit is necessary to perform work to protect public health and safety.
(Documentation, including dated color photographs must be submitted)
Explanation:

- The permit is for a portion of the property occupied by a tenant who is not an owner of the property or responsible for any existing violations in the property.
- The property was the subject of an in rem foreclosure judgment in favor of the City and was transferred by the City to a third party pursuant to section 11-412.1 of the Administrative Code. *(HPD documentation must be submitted)*
- The property is the subject of a court order appointing an administrator pursuant to article 7-a of the Real Property Actions and Proceedings Law in a case brought by the NYC Department of Housing Preservation and Development (HPD). *(HPD documentation must be submitted)*
- The property is the subject of a loan provided by or through HPD or the NYC Housing Development Corporation (HDC) for the purpose of rehabilitation that has closed within the preceding five (5) years. *(HPD or HDC documentation must be submitted)*
- The permit is required in connection with the implementation of an HPD or HDC program. *(HPD or HDC documentation must be submitted)*

4 PERMIT APPLICANT STATEMENTS & SIGNATURES *(required for all applications)*

I hereby certify that I have reviewed the information provided herein and, to the best of my knowledge and belief, attest to its accuracy. Falsification of any statement is a misdemeanor under §§28-211.1, 28-201.2.1(2), and 28-203.1(1) of the NYC Administrative Code and is punishable by a fine or imprisonment, or both. I understand that if I am found after hearing to have knowingly or negligently made a false statement or to have knowingly or negligently falsified or allowed to be falsified any certificate, form, signed statement, application, report or certification of the correction of a violation required under the provisions of the New York City Administrative Code or of a rule of any agency, I may be barred from filing further applications or documents with the Department. 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.

Name <i>(please print)</i>	<i>Notarization (required if not licensee)</i> State of New York, County of	Licensee Seal or Notary Seal
Signature	Sworn to or affirmed under penalty of perjury day of 20	
Date	Notary Signature	

5 OWNER STATEMENTS & SIGNATURE *(required for all applications)*

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. I understand that if I am found after hearing to have knowingly or negligently made a false statement or to have knowingly or negligently falsified or allowed to be falsified any certificate, form, signed statement, application, report or Certification of the Correction of a violation required under the provisions of this Code or of a rule of any agency, I may be barred from filing further applications or documents with the Department. Furthermore, I understand that I am responsible for insuring that a final inspection be performed when the permitted work is complete, and that a satisfactory report of final inspection be submitted, along with all required submittal documents, so that the NYC Department of Buildings may issue a letter of completion or Certificate of Occupancy within the time prescribed by law.

Owner Type:

- | | | | | |
|---|--------------------------------------|-------------------------------------|--------------------------------------|-------------------------------|
| <input type="checkbox"/> Condo/Co-Op | <input type="checkbox"/> Partnership | <input type="checkbox"/> Individual | <input type="checkbox"/> Corporation | <input type="checkbox"/> NYS |
| <input type="checkbox"/> HPD | <input type="checkbox"/> HHC | <input type="checkbox"/> NYCHA | <input type="checkbox"/> DOE | <input type="checkbox"/> DCAS |
| <input type="checkbox"/> Other Government | | | | |

Is the owner a non-profit organization? Yes No

Name *(please print)*: _____

Relationship to Owner: _____

Business Name/Agency: _____

Street Address: _____

City: _____ **State**: _____ **Zip Code**: _____

Phone No.: _____ **Fax No.:** _____

Email: _____

Signature ► _____ **Date**: _____