

BIS RENEWAL PERMITS NOTICE

Effective Monday October 21, 1991

All permit renewals (except sidewalk sheds) will be issued by mail. Renewal applications must be mailed at least two (2) weeks prior to the permit's expiration date to:*

*Department of Buildings Renewal Permits
60 Hudson Street - 14 Floor
New York, N.Y. 10013*

The following items are required for a renewal:

- 1) A stamped, self addressed envelope*
- 2) A completed typewritten Work Permit Application (original form PW-2)*
- 3) \$100.00 renewal fee per permit (one check or money order containing permit #(s) and phone #)*
- 4) Insurance forms (if your insurance is not already on file at the borough office):*
 - A) For all permits - Workmen's Compensation and Disability*
 - B) For EQ only - Street Obstruction bond*
 - C) For NB only - Highway letter*