



Nadene M. Pinnock, Deputy Commissioner
Applicant Investigation Unit
Bulova Corporate Center
75-20 Astoria Blvd
East Elmhurst, NY 11370
Tel: 718 • 546 • 3238
Fax: 718 • 278 • 6071

NYC Parking Violations Bureau

Manhattan

66 John Street, 2nd Floor
New York, NY 10038

Bronx

3030 Third Avenue, 2nd Floor
Bronx, NY 10455

Brooklyn (Brooklyn Municipal Building)

210 Joralemon Street
Brooklyn, NY 11201

Queens

144-06 94th Avenue
Jamaica, NY 11435

Staten Island

350 St. Marks Place
Staten Island, NY 10301

Date: _____

To Whom It May Concern:

Please be advised that _____ is currently under investigation by the New York City Department of Correction to be considered for hire. In order to complete the investigation process a copy of the Parking Violation report is required.

We are requesting that you assist us with this matter, by providing them with this report. Thanking you in advance for your time, your assistance is appreciated.

Sincerely,

Nadene M. Pinnock
Deputy Commissioner - AIU