

For _____, 20____

INSTRUCTIONS

Complete the **Legalization Progress Report** if the Loft Board has issued a Certification of Owner's Legalization Plan and the Owner has not obtained a residential Certification of Occupancy for the spaces covered under Article 7-C of the Multiple Dwelling Law (MDL). If required to file, complete parts 1 to 6 and attach documentation of any new legalization stage reached. Include a description of the legalization work in the legalization plan and narrative statement certified by the Loft Board, completed within the last thirty days. Attach additional sheets if necessary.

Building Information

House No.(s) _____ Street Name _____

Borough _____ IMD No. _____

Legalization

1. LEGALIZATION STATE REACHED *(check one)*

Permit TCO Article 7-B Compliance Final C of O

2. LEGALIZATION PROJECTS COMPLETED WITHIN THE LAST 30 DAYS

3. OPEN ISSUES IN LEGALIZATION WORK

A. Legalization Work

- Percentage of legalization work currently complete: _____%.
- Date the legalization work is expected to be 100% complete: _____
 - If the date the legalization work is expected to be completed is unknown, state why:

- The legalization work has not started because:

- The legalization work presently is not continuing because:

B. Open DOB/ECB Violations? (check one) YES NO

- Number of open DOB/ECB violations reported in previous monthly report: _____.
- Number of DOB/ECB violations that are currently open: _____.
- List all open DOB/ECB violations below (attach additional sheets if necessary):

Violation No.	Type of Violation	Projected Date for Resolving Violation

- List reasons why the DOB/ECB violations are currently open and the date the owner expects to have the violations cleared

C. Open DOB Applications? (check one) YES NO

- Number of open DOB applications reported in previous monthly report _____
- Number of DOB applications that are currently filed with DOB _____
- List all applications currently filed with DOB below, and attach copies of the DOB stamped cover page of each application to this report:

Application No.	Type	Percentage of Work Completed	Projected Date for Closing Application

- If owner has not applied for a permit to perform the legalization work of the IMD spaces indicate here why owner has not applied:

D. Permits? (check one) YES NO

List all permits for legalization work below, whether or not active:

Permit No.	Type of Permit	Expiration Date

- If alteration permits have expired, state the date owner will renew each expired alteration permit with DOB and file it with the Loft Board:

- The building does not have a current alteration permit for the legalization of the IMD space because:

E. Landmark Issues? *(check one)*

YES

NO

- State the issue:

- Action taken to resolve issue:

- Date action was taken:

F. Access Issues? *(check one)*

YES

NO

- If 'YES' what unit(s)?

- Date access notice was served on tenant(s):

- Date access application has been/will be filed with the Loft Board:

G. List any other comments or information you would like to bring to the attention of the Loft Board:

4. CERTIFICATE OF OCCUPANCY

Projected Date for Obtaining C of O _____

5. PREPARER'S CERTIFICATION *(must be signed by a registered architect or licensed engineer)*

I am a Registered Architect/Professional Engineer [strike as appropriate]. I certify that this monthly report accurately reflects the legalization status of the above-referenced IMD building as of the date of this monthly report is filed with the Loft Board.

Name (printed)

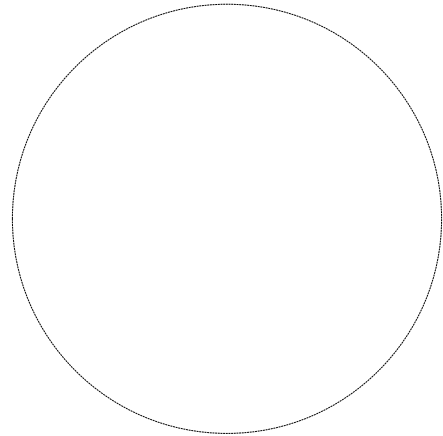
Relationship to Building

Mailing Address

License Number and Expiration Date

Signature

Date



Affix seal and signature in accordance with all regulations applicable when applying signature and seal to official documents filed with the NYC Loft Board.

6. PRIMARY LANDLORD'S VERIFICATION OR AFFIRMATION *(must be signed by IMD Owner)*

I verify or affirm that this monthly report reflects the legalization status of the above-referenced IMD building as of the date this monthly report is filed with the Loft Board.

Name of Primary Landlord (print)

Signature

Date

NOTE: It is not necessary for this document to be sworn to, but false statements may subject you to penalties provided by law, including fines and/or imprisonment..