CITY OF NEW YORK
OATH The Environmental Control Board
A Division of the Office of Administrative Trials and Hearings

Environmental Control Board
Appeals Unit
66 John St., 10th Floor
New York, NY 10038
Telephone: (212) 560-6270
Fax: (212) 436-0714

FINANCIAL HARDSHIP APPLICATION

- **USE THIS FORM TO REQUEST A WAIVER OF PRE-PAYMENT OF PENALTY.**
- **THIS IS NOT AN ECB APPEAL APPLICATION FORM.**

Appeal using the ECB Application Form available at any ECB office or online at www.nyc.gov/ecb.

- **If you cannot afford to pre-pay your penalty while ECB is deciding your appeal, fill out this form.**
  - If your violation is not dismissed after the appeal is decided, you will still have to pay the penalty.
- **You must send support for your request.** Attach copies of financial documents to this form. For example, you can send a copy of the first two pages of your federal tax return for last year.
- **Mail this form and your documents to "ECB Appeals" at the address above.** You may enclose this request with your appeal. ECB must receive this request **no more than 30 days** after the mailing date of the decision. This date is below the ALJ's signature on your hearing decision.

ANSWER THE QUESTIONS BELOW

How will paying your penalty during your appeal cause hardship?

_____
_____
_____
_____
_____
_____
_____

What documentation are you sending with this form?

_____
_____

ATTACH YOUR DOCUMENTS TO THIS FORM.