



**DEPARTMENT OF INFORMATION TECHNOLOGY AND TELECOMMUNICATIONS**

75 Park Place, 9<sup>th</sup> Floor  
 New York, NY 10007  
 (212) 788-6528 (fax)

**PAUL J. COSGRAVE**  
 Commissioner  
 Chief Information Officer

**STANLEY SHOR**  
 Assistant Commissioner,  
 Franchise Administration

**PUBLIC PAY TELEPHONE (PPT) DEACTIVATION FORM**

Company \_\_\_\_\_ Contact \_\_\_\_\_

Company Address \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

e-mail \_\_\_\_\_

Please Complete *all* fields below:

	PPT ID#	ANI	Building. #	Street	Boro	Deactivation Date*	√ if a PPT remains**
1		( ) -				/ /	<input type="checkbox"/>
2		( ) -				/ /	<input type="checkbox"/>
3		( ) -				/ /	<input type="checkbox"/>
4		( ) -				/ /	<input type="checkbox"/>
5		( ) -				/ /	<input type="checkbox"/>
6		( ) -				/ /	<input type="checkbox"/>
7		( ) -				/ /	<input type="checkbox"/>
8		( ) -				/ /	<input type="checkbox"/>
9		( ) -				/ /	<input type="checkbox"/>
10		( ) -				/ /	<input type="checkbox"/>
11		( ) -				/ /	<input type="checkbox"/>
12		( ) -				/ /	<input type="checkbox"/>

**\*Note:** By submitting this form, you are asking DoITT to remove a PPT from your registry because you have removed the entire installation from the street and restored the sidewalk at that location. *All Deactivations are subject to inspection and are final upon verification by DoITT: Your signature below indicates that you relinquish any Permits heretofore issued. PPT's that are not removed, or only partially removed (pedestals, conduit, bolts, etc. remaining) will be subject to Notices of Violation (NOV's) for a fine of \$1,000.*

This form should not be used when temporarily removing a PPT.

**\*\*Note:** If you are deactivating one PPT from a 2- or 3- PPT Installation, please check this box if there will be remaining PPTs. This will reduce errors in reconciling your registry.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_

For Office Use, Only		
Initial	Date	Mail/Fax