

ENVIRONMENTAL CONTROL BOARD • NOTICE OF VIOLATION AND HEARING • FOR CIVIL PENALTIES ONLY
City of New York, Petitioner vs Respondent:

LAST NAME (Print)	FIRST NAME	INITIAL	Sex
STREET ADDRESS			
CITY		STATE	ZIP
TYPE OF LICENSE / PERMIT OR IDENTIFICATION NUMBER			ISSUED BY
1 <input type="checkbox"/> Consumer Affairs License	4 <input type="checkbox"/> Vehicle Plate	7 <input type="checkbox"/> Cert. of Auth.	
2 <input type="checkbox"/> Health Dept. License	5 <input type="checkbox"/> Meter Number	8 <input type="checkbox"/> Build Reg. No.	
3 <input type="checkbox"/> Motorist Identification	6 <input type="checkbox"/> Soc. Sec. No.	9 <input type="checkbox"/> Telephone No.	
		10 <input type="checkbox"/> Other	
NOTICE ALSO SENT TO			INITIAL
LAST NAME			
STREET ADDRESS			
CITY		STATE	ZIP

The Respondent is charged with violation of law/rule.

Date of Offense	AM	Time	PM	Borough	CB NO.	Violation Code
	<input type="checkbox"/>		<input type="checkbox"/>	M Bx Bkln Q Si		<input type="checkbox"/>

NYC ADMINISTRATIVE CODE/RULES OF THE CITY OF NEW YORK

1. <input type="checkbox"/> "Air Code" Provisions	5. <input type="checkbox"/> Sanitation Provisions	9. <input type="checkbox"/> Park Rules	11. <input type="checkbox"/> NYS Public Health Law
2. <input type="checkbox"/> "Noise Code" Provisions	6. <input type="checkbox"/> General Vendor Provisions	10. <input type="checkbox"/> Other	12. <input type="checkbox"/> NYC Health Code Provisions
3. <input type="checkbox"/> "Water Code" Provisions	7. <input type="checkbox"/> Food Vendor Provisions		13. <input type="checkbox"/> NYS VTL
4. <input type="checkbox"/> "Sewer Code" Provisions	8. <input type="checkbox"/> Transportation Provisions		14. <input type="checkbox"/> Other

SECTION/RULE

At Front of Opposite Place of Occurrence

DETAILS OF VIOLATION

Property Removed	<input type="checkbox"/> ALTERNATIVE SERVICE		
<input type="checkbox"/> Yes <input type="checkbox"/> No	1 <input type="checkbox"/> 1-2 Family	2 <input type="checkbox"/> Multiple Dwelling	3 <input type="checkbox"/> Commercial
Mail-in Penalty Schedule		Maximum Penalty For Violation	
\$25 <input type="checkbox"/>	\$50 <input type="checkbox"/>	\$100 <input type="checkbox"/>	\$250 <input type="checkbox"/>
Vendor Multiple Offense Schedule (See Reverse Side) <input type="checkbox"/>		or see reverse side	
Date of Hearing		8:30 AM 10:30 AM 1:00 PM 2:30 PM	

Proceedings will be held under authority of the N.Y.C. Charter Section 1404 and the Rules of the City of New York at 15 RCNY Chapter 31.

WARNING: If you do not appear (or pay by mail if permitted) you will be held in default and subject to the maximum penalties permitted by law. Failure to appear or pay a penalty imposed may lead to suspension of your license or other action affecting licenses you now have or may apply for as well as the possibility of a judgment entered against you in Civil Court. **FURTHER INSTRUCTIONS ON REVERSE SIDE.**

I, an employee of the below agency, personally observed the commission of the civil violation charged above. False statements made herein are punishable as a class A Misdemeanor pursuant to section 210.45 of the Penal Law. Affirmed under penalty of perjury.

RANK (TITLE) SIGNATURE OF COMPLAINANT

REPORT LEVEL (Fill 4 spaces: Comm'd, Sgt., Unit, etc.)

COMPLAINANT'S NAME (Printed) TAX REGISTRY NUMBER AGENCY

No. E 157 906 870



Respondent
 The party who the City agency names as responsible for the violation and for answering the NOV

Notice Also Sent To
 In some instances, the agency will send a copy of the NOV to another address where the respondent might receive notice. If it is addressed to someone other than the respondent, that person is **not** liable for the NOV.

Date of Offense / Time
 Lists the date and time when the violation occurred.

Code / Rule / Section
 Indicates the code / rule / section of law violated

Details of Violation
 Provides a description of the violation

Mail-in Penalty Schedule
 If you are eligible to pay your penalty without a hearing, a dollar amount will be checked or written in.
 If you are not eligible to pay your penalty without a hearing, the check box next to "No Mail-in penalty" will be marked and you must appear at a hearing.

Number
 Your violation number

Borough
 Indicates the borough where the violation occurred.

Violation Code
 Computer code used internally at ECB

Place of Occurrence
 Notes the location where the violation occurred

Hearing Date and Time
 If you wish to have a hearing, this is the date and time you must report to the hearing office. Unless instructed otherwise (e.g., on the back of your NOV or by a notice sent to you), you can go to any ECB hearing office for your hearing.

Complainant
 The name of the issuing officer and the agency that issued the NOV

Respondent

The party who the City agency names as responsible for the violation and for answering the NOV

Date of Offense / Time

Lists the date and time when the violation occurred.

Section / Rule

Indicates the code / rule / section of law violated

Details of Violation

Provides a description of the violation

Mail-in Penalty

If you are eligible to pay your penalty without a hearing, a dollar amount will be written in.

If you are not eligible to pay your penalty without a hearing, the field will contain: "No Mail-in Penalty, You Must Appear."

Hearing Date and Time

If you wish to have a hearing, this is the date and time you must report to the hearing office.


Number

Your NOV number

ENVIRONMENTAL CONTROL BOARD • NOTICE OF VIOLATION AND HEARING • FOR CIVIL PENALTIES ONLY
City of New York, Petitioner vs Respondent:

LAST NAME	FIRST NAME	INITIAL	SEX
STREET ADDRESS			
CITY		STATE	ZIP
TYPE OF LICENSE / PERMIT OR IDENTIFICATION			ISSUED BY
NUMBER			
The Respondent is charged with violation of Law / Rule.			
DATE OF OFFENSE	TIME	BOROUGH	CB NO VIOLATION CODE
SECTION / RULE			
GENERAL DESCRIPTION OF SECTION / RULE			
PLACE OF OCCURRENCE			
DETAILS OF VIOLATION			
MAIL-IN PENALTY		PROPERTY TYPE	MAXIMUM PENALTY FOR VIOLATION
DATE AND TIME OF HEARING		LOCATION	
Proceedings will be held under the authority of the N.Y.C. Charter Section 1404 and the Rules of the City of New York at 15 RCNY Chapter 31. WARNING: If you do not appear (or pay by mail if permitted) you will be held in default and subject to the maximum penalties permitted by law. Failure to appear or pay a penalty imposed may lead to suspension of your license or other action affecting licenses you now have or may apply for as well as the possibility of a judgement entered against you in Civil Court. FURTHER INSTRUCTIONS ON THE REVERSE SIDE.			
I, an employee of the below agency personally observed the commission of the civil violation charged above. False statements made herein are punishable as a class A Misdemeanor pursuant to section 210.45 of the Penal Law. Affirmed under penalty of perjury.			
SIGNATURE OF COMPLAINANT- N.Y.C. DEPARTMENT OF SANITATION			
RANK (TITLE) NAME OF COMPLAINANT	TAX REG NO	AGENCY	REPORT LEVEL

E155 542 512



Borough

Indicates the borough where the violation occurred.

Violation Code

Computer code used internally at ECB

Place of Occurrence

Notes the location where the violation occurred

Hearing Location

If you wish to have a hearing, this field will indicate the hearing office to go to for your hearing. If "At any location" is in this field, you may go to any ECB hearing office for your hearing.

Complainant

The name of the issuing officer and the agency that issued the NOV

Department of Buildings issues three types of Notices of Violations: Universal, Boiler, and Elevator. Although the NOV's look different, each has the same elements that are pointed out below.

Respondent

The party who the City agency names as responsible for the violation and for answering the NOV

Place of Occurrence

Notes the location where the violation occurred as well as the date of occurrence and some basic building information

Computer No. / Infraction Code

Computer code used internally at ECB and Buildings to determine specific infraction

Provision of Law

Indicates the section of law violated

Violating Condition Observed

Contains the inspector's detailed description of the violation. Read this section carefully, since there may be multiple conditions included as part of the violation.

Cure Date

Indicates the deadline given to cure or fix the problem that caused the violation. You are generally given 35 days to correct the violating condition and certify correction. If no date is shown, your violation cannot be cured and you are required to attend an ECB hearing.

NYC BUILDINGS
NOTICE OF VIOLATION AND HEARING
 COMMISSIONER OF THE DEPARTMENT OF BUILDINGS OF THE CITY OF NEW YORK, PETITIONER, AGAINST
Violation No. 4551357P
 ENVIRONMENTAL CONTROL BOARD

Respondent
 First name (or entity name) _____ Last name _____
 Mailing address (Check if same address as place of occurrence) Number and street _____ City _____ State _____ Zip code _____
 Additional mailing to be sent (agent, care of, other):
 Name First name _____ Last name _____ Company _____
 Mailing address Number and street _____ City _____ State _____ Zip code _____

Place of occurrence
 Construction type _____ No. of stories _____ Block _____ Lot _____ Date of violation _____ Type _____ Dist. _____ Code _____ No. _____
 Occupancy at time of inspection _____ Basis of violation _____

Violating conditions observed
 Computer No./ Infraction Code _____ Provision of law _____ Hazardous Second offense (Prior ECB violation # _____)

Remedy:
 26-126.1 (a)(i) Per day penalty for violation of section 27-116.1 x _____ units added.
 The Commissioner of the Department of Buildings orders that you correct these conditions and file a certificate of such correction.

Resolution options
CURE DATE ____/____/____
 At the hearing, you have the option to contest or admit the violation. If a "cure date" appears in the box above, you have the additional option to admit the violation and certify correction by the cure date, resulting in a finding of "in violation," but no hearing or penalty. Also, depending on the type of violation, you may be eligible to accept a stipulation. For more information, see reverse side of the yellow copy of the "Notice of Violation and Hearing".

Hearing information
 If the Certificate of Correction (for a "cure") is not received by the date indicated to the left or is not approved by the Department or IF YOU ARE CHARGED WITH A HAZARDOUS OR SECOND OFFENSE VIOLATION, YOU ARE REQUIRED TO APPEAR FOR A HEARING AT THE ENVIRONMENTAL CONTROL BOARD (ECB) ON:
Hearing date ____/____/____ at 10:30 AM 1:30 PM Other _____
 Environmental Control Board hearing locations:
 Queens, (718) 298-7300 - 144-05 94th Avenue, 1st fl.
 Manhattan, (212) 361-1400 - 66 John Street, 10th fl.
 Brooklyn, (718) 875-7428 - 233 Schermerhorn Street, 11th fl.
 Bronx, (718) 579-6844 - 1932 Arthur Avenue, 6th fl.
 Staten Island, (212) 361-1400 - 350 St. Marks Place, 1st fl.
 Proceedings will be held under authority of the NYC Charter section 1404 and rules promulgated thereunder at 15 RCNY Chapter 31. This hearing is your opportunity to answer and defend against the allegations set forth above. If you do not appear, you will be held in default and subjected to maximum penalties.

For more information, to reschedule your hearing or inquire about the case status, call the Environmental Control Board at the numbers listed above. For information on certifying correction of this violation, read instructions on the Certificate of Correction form, call the Department of Buildings at 311, or download the "ECB Violation Reference Guide" in the Reference Materials section at www.nyc.gov/buildings.

Issuing officer's last name, first initial (print) _____ I personally observed the violation(s) charged and/or verified their existence through review of departmental records.
 Badge number _____ Unit Code _____ Issuing officer's signature _____ This statement is affirmed under penalty of perjury.
 Supervisor's signature _____ **4551357P**

Violation No.

Your NOV number

Hazardous

If the violation is for a hazardous condition, this box will be checked

Second Offense

If you have already been issued an NOV for the same violation, it will be indicated here

Remedy

Indicates a possible remedy for correcting the violation. Read this section carefully since there may be multiple conditions of the violation, each requiring evidence of compliance for certification.

For more information, go to: <http://www.nyc.gov/html/dob/html/violations/ecbviorefguide.shtml>

Hearing Information

You must attend an ECB hearing on the date indicated unless the violation has been cured or a stipulation has been offered by mail and accepted.

Note: cure dates and hearing dates are two different dates.