



TAX COMMISSION OF THE CITY OF NEW YORK
1 Centre Street, Room 936, New York, NY 10007

TC699
 2012

COPY REQUIREMENTS

Document	Form	Copies required
Application for correction with any attachments	TC105,TC106	One complete copy
Hotel application for correction with any attachments	TC101,TC109, or TC150 and TC208	One complete copy.
Other application for correction	TC101,TC108, TC109	No.
Income and expense schedule	TC201,TC203, TC214	Original attached to application or TC150 and one copy of just TC201, TC203, or TC214
Supplemental application	TC150	No copies (except for hotels with TC208).
Affidavit in support, and attachments, if any, such as TC230	TC159	No.
Acceptance agreement	TC70	No.
Stipulation of discontinuance		Three copies.
Proposed offer and order - Submitted with Tax Commission acceptance agreement for combined offer		Two copies. Must be signed by attorney of record.
Receipt for applications, supplemental applications, or acceptance agreements	TC10	No.
Notice of appearance	TC135	No.
Certificate of litigation status	TC140	No.
Amendment	TC155	No.
Consolidated hearing request	TC166	No.
Request for access to records	TC584	No.
<p>Petitions for review: The original is filed in court when the index number is purchased. The Tax Commission accepts service of one copy for the City. We will provide up to two date-stamped copies as proof of service.</p>		
<p>Amended petitions, RJI's, Notes of Issue, substitutions of attorney, motion papers: Serve Law Department only.</p>		