



**The City of New York
BUSINESS INTEGRITY COMMISSION**

100 Church Street · 20th Floor
New York · New York 10007
Tel. (212) 437-0500 · Fax (646) 500-7113
www.nyc.gov/bic

Noah D. Genel
Commissioner and Chair

Certification of Correction

Summons Number: _____

For this Certification of Correction to be considered, you must (1) attach all supporting documentary proof, and (2) complete and sign the certification below before a notary public:

I, _____ (full name), state as follows:

1. I am _____ (title) of _____ (company name).
2. I admit the existence of the violation described in Summons Number _____.
3. I have corrected all violations identified in the Chairperson's Order dated _____.
4. I have attached all documentary proof that each violation has been corrected.

Signature

Print Name

Sworn to before me

this _____ day of _____, 20____

Notary Public

Return this Certification of Correction in person, with supporting documents, to: **New York City Business Integrity Commission- Legal Unit**, 100 Church Street, 20th Floor, New York, New York 10007, or by email to LocalLaw145Inquiries@bic.nyc.gov. BIC will notify you if the Certification of Correction has been accepted. **If you do not receive an acceptance letter from BIC, you must attend your hearing on your scheduled hearing date.**