



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

Elizabeth Crotty
Commissioner and Chair

Date: _____

Chairperson's Order to Correct

As authorized by Local Law 145 of 2013 and § 24-163.11 of the Administrative Code of the City of New York, the Chairperson of the Business Integrity Commission (BIC) hereby orders you to correct the following condition constituting a violation of § 24-163.11 and to file a Certification of Correction: The vehicle identified below is not equipped with Best Available Retrofit Technology (BART) or an EPA certified 2007 (or later) engine.

NAME OF RESPONDENT: _____

MAKE AND MODEL OF VEHICLE: _____

VIN #: _____

BIC PLATE #: _____

SUMMONS NUMBER: _____

CERTIFICATION OF CORRECTION DUE DATE: _____

OATH HEARING DATE: _____

You must complete a Certification of Correction and attach proof that demonstrates that you have corrected the condition identified above by submitting to BIC one of the following before the "Certification of Correction Due Date" identified above:

1. A copy of your "receipt for returning BIC trade waste conveyance plates" for the vehicle described above; **or**
2. Proof that the vehicle described above utilizes Best Available Retrofit Technology (BART) or is equipped with an engine that is compliant with the applicable 2007 or later EPA standard for particulate matter as required by § 24-163.11(b).

In addition to the \$10,000 civil penalty specified on the Summons identified above, a separate additional penalty of up to \$500 for each day that the violation is not corrected beyond 60 days from the date of this order may be imposed. 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.**



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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.**