

## SERVICE UPDATE

### **Appointments Required for Original Applicant for General Contractor**

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**Beginning January 2, 2018, Original Applicants for General Contractor Registrations will need to make an appointment for Background Investigation document submissions.**

Applicants seeking to obtain a General Contractor Registration that will allow for new construction permits for one (1), two (2) and three (3) family homes, will now need to schedule an appointment with the Licensing & Exams Unit.

Appointments can be made by calling the Licensing & Exams hotline at (212) 393-2259 Monday through Friday between the hours of 9:00AM to 5:00PM.

All General Contractors transactions are handled Monday through Friday between the hours of 1:30 to 3:30PM

**POST UNTIL: July 1, 2018**