

FOR OFFICE USE ONLY
DOCKET #: _____

Building Information

House No.(s) _____ Street Name _____

Borough _____ IMD No. _____

Applicant Information

NAME: _____	APPLICANT IS:
MAILING ADDRESS: _____	<input type="checkbox"/> Owner
_____	<input type="checkbox"/> Residential Tenant
_____ UNIT: _____	<input type="checkbox"/> Commercial/Manufacturing Tenant
DAYTIME PHONE: () _____	<input type="checkbox"/> Other (<i>specify</i>)
BUSINESS PHONE: () _____	_____
FAX NUMBER: () _____	_____
EMAIL: _____	_____

Underlying Order Information

This application seeks reconsideration of:

Loft Board Order No. _____ in

Loft Board Docket No. _____

Please attach a copy of the underlying Order and the Report and Recommendation, if any, to this application.

Affected Parties

Affected parties include the owner and any occupants that are necessary to resolve the claims in the application. In a reconsideration application, affected parties include all of the parties listed on the underlying application, which may include owners and tenants of record, including residential, commercial and manufacturing tenants and all occupants. **Indicate type of affected party in the third column** (e.g., owner, residential tenant, etc.)

	NAME	MAILING ADDRESS	TYPE OF AFFECTED PARTY
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

If there are more than ten (10) affected parties, attach a separate sheet listing the required information as above.

NOTE: Affected parties may file an answer to this application within twenty (20) days from the date service is completed. Service by mail is deemed completed five (5) days after the mailing by the applicant. Service by any other means is deemed completed on the date the application is served. A copy of the answer **must** be served on the applicant prior to submitting the answer to the Loft Board. Proof of Service on the applicant must be filed with the Loft Board at the same time the answer is submitted to the Loft Board

Basis of Reconsideration Application

At least one box below **must** be checked and discussed fully below.

- Due Process Denial
- Material Fraud in the Prior Proceeding
- Error of Law
- Erroneous Determination based on a ground that was not argued by the parties at the time of the prior proceeding and that the parties could not have reasonably anticipated would be the basis for a determination
- Discovery of probative, relevant evidence which could not have been discovered at the time of the hearing despite the exercise of due diligence

Reason(s) for Reconsideration *(attach a separate sheet if needed)*

I verify or affirm that all statements made are true and correct except for those statements which I have stated to be based on information and belief, and as to those statements, I believe them to be true and correct.

Name (print)

Signature

Relationship to Applicant (if same, write 'Same')

Date

NOTE: False statements may subject you to the penalties provided by law, including fines and/or imprisonment.