



The City of New York
BUSINESS INTEGRITY COMMISSION
100 Church Street · 20th Floor
New York · New York 10007
Tel. (212) 437-0500

Elizabeth Crotty
Commissioner and Chair

April 1, 2024

COMMISSION DIRECTIVE: LICENSEE FINANCIAL STATEMENTS

To All BIC Licensees:

All financial statements for the 2023 calendar year must be filed with the Business Integrity Commission (“BIC”) **on or before June 30, 2024**. The form for the 2023 financial statements is available on the Commission’s website: <http://www.nyc.gov/bic>. All financial statements should be filed with BIC through the [BIC Online Portal](#). This portal is accessible via BIC’s website.

All requests for an exemption from the 2023 financial statements filing requirement should be submitted to BIC through the BIC Online Portal **before May 26, 2024**, and will be evaluated on a case-by-case basis. Any requests for additional time to file financial statements must be made **no later than June 16, 2024**.

Failure to abide by this Directive to file your 2023 financial statements is a violation of BIC’s rules. *See* Title 17 of the Rules of the City of New York (“RCNY”) §§1-09 and 5-03(f). A violation of these rules may subject you to civil penalties of up to \$10,000. *See* 17 RCNY §1-04(d).

Sincerely,

A handwritten signature in blue ink that reads "Elizabeth Crotty".

Elizabeth Crotty
Commissioner and Chair