



ENFORCEMENT INSPECTIONS: Appointment Request Form – Construction

1 REQUESTOR (Required)

Name: _____

Business Phone: _____

Cell Phone: _____

Email: _____

2 LOCATION INFORMATION (Required)

Address: _____

Job #: _____

BIN #: _____

Community Board #: _____

Block #: _____

LOT #: _____

3 APPOINTMENT REQUEST (Required)

☐ Stop Work Order Rescind

Partial or Full Stop Work Order ☐ Partial ☐ Full

Stop Work Order Complaint Number _____

Violation Number(s) _____

Are copies of the violation on site? ☐ YES ☐ NO

Has all corrective action been taken to correct the violation(s)? ☐ YES ☐ NO

If YES, indicate the corrective action taken in Section 4.

☐ Complaint Inspection (LS-4)

Complaint Number(s) _____

☐ Other

4 COMMENTS

5 APPOINTMENT REQUEST SUBMISSION (Required)

Submit the completed typewritten request form by selecting the applicable Borough Construction unit. All supporting documents must be attached.

☐ Bronx – **BXConstENF@buildings.nyc.gov**

☐ Brooklyn – **BKConstENF@buildings.nyc.gov**

☐ Manhattan – **MNConstENF@buildings.nyc.gov**

☐ Queens – **QNConstENF@buildings.nyc.gov**

☐ Staten Island – **SIConstEnf@buildings.nyc.gov**