



FINANCE
NEW YORK
OFFICE OF THE CITY REGISTER
THE CITY OF NEW YORK
DEPARTMENT OF FINANCE

July 14, 2008

Re: Recording Air Rights

To Whom It May Concern:

Effective September 1st, 2008, The City Register will no longer accept partial lots for Air Right documents. In order to file your Air Rights document(s) you will be required to obtain an Air Rights lot, which can be obtained at City Register office of Surveyor. Once your lot has been issued, finalized and approved by the Surveyor you will be able to record your document(s) with the City Register. In addition, please note that exceptions may be made depending on the circumstance, and will be up to the discretion of the City Register and/or the Deputy of the borough office in which you are filing your documents. If you require further information on how to apply for a lot at the Surveyors office please feel free and contact or visit the borough offices listed below.

Manhattan Surveyor- 66 John St, N.Y., N.Y 10038, 13th floor-212-361-7070

Bronx Surveyor- 3030 Third Ave, Bronx, N.Y. 10455, 2nd Floor- 718-993-6068

Brooklyn Surveyor- 210 Joralemon Street, Brooklyn, N.Y. 11201, 2nd Floor- 718-802-3580

Queens Surveyor- 144-06 94th Avenue, Jamaica, 1st Floor N.Y. 11435 – 718-298-7242

Staten Island Surveyor- 350 Marks Place, Staten Island, N.Y. 10301 4th Floor, 718-815-8564

We thank you for your cooperation in this matter.

NYC Department of Finance, City Register