

SERVICE UPDATE

Follow-up #1: Tenant Protection Plan Notice to Occupants

Beginning June 22, 2020, owners must distribute and post the required Tenant Protection Plan (TPP) **Notice to Occupants** when the Department of Buildings issues a work permit. The updated notice reflects the changes made by **Local Law 106 of 2019**.

The required Notice to Occupants must be distributed to each occupied dwelling unit **and**:

- posted in a conspicuous manner in the building's lobby; **and**
- posted on each floor within ten feet of the elevator; **or**
- if the building does not have an elevator, within ten feet of or in the main stairwell on each floor.

The new **TPP Notice to Occupants** is available on the Department's website at https://www1.nyc.gov/assets/buildings/pdf/tpp_occupants_notice.pdf.

NOTE: Failure to post the Department-approved TPP Notice to Occupants may result in the imposition of penalties.

Please be reminded that pursuant to **Local Law 154 of 2017**, owners are required to notify the Department in writing at least 72 hours before starting work that requires a TPP. The Department's **online form** must be used to make the notification.

POST UNTIL: September 30, 2020