

INSTRUCTIONS

Except in cases where an AEU3321 form has been submitted, this form or a notarized statement on a separate sheet of paper is required for the Certification of a Department of Buildings OATH Summons. This statement must be completed by the person who corrected the violating condition(s), must describe the steps taken to correct the violating condition(s), and reference all relevant permit numbers, job applications or other records that substantiate correction. If completed by the property owner or the respondent, and the work was not performed by either, an additional statement from the person who performed the work is required. If the work was performed on an elevator or boiler, the statement must be on a separate sheet of paper on the letterhead of the company who did the work.

VIOLATION INFORMATION

SUMMONS NUMBER **391 - 592 - 50 - K**

I, **ANDREW FENLON**, duly swear under penalty of perjury that I am the (check one):

- ☒ Respondent ☐ Contractor ☐ Licensed Professional
☐ Owner (not respondent) ☐ Respondent's Employee ☐ Other (specify) _____

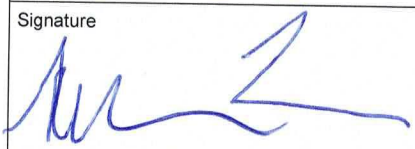
PLACE OF OCCURRENCE **316 ECKFORD STREET BROOKLYN, NY 11222**
(As listed on the summons) (Street Address) (City, State, Zip)

I performed the following work or hired a contractor/licensed professional to correct the above-cited summons **9/26/25**
(Date)

STATEMENT IN SUPPORT

Describe the work performed (if additional space is needed, use attached supplement)

**Removed 10-foot tall fence posts,
AND WILL NOT REPLACE UNTIL NEW PERMIT IS
FILED. THERE WILL BE**

Name (print) ANDREW FENLON	Notarization State of New York, County of: KINGS	WIESLAW KOMOSINSKI Notary Public - State of New York No. 01KO6137712 Qualified in Queens County My Commission Expires Dec. 5, 2025 Certificate on File: KINGS COUNTY
Signature 	Sworn to or affirmed under penalty of perjury 30 day of SEPTEMBER 20 25	
Date 9/30/2025	Notary Signature Wieslaw Komosinski	

False certification is a criminal misdemeanor under sections 28-203.1.1 and 28-211.1 of the NYC Administrative Code, punishable by up to one (1) year imprisonment and/or fine of up to \$25,000. It is also punishable with a civil penalty of up to \$25,000.

FORM SUBMISSION

To submit this form, use an eFiling account to login to DOB NOW at www.nyc.gov/dobnow and select the **BIS Options** portal. If you need to create an eFiling account visit www.nyc.gov/DOBNOWtips. Reminder, when submitting this form include all supporting

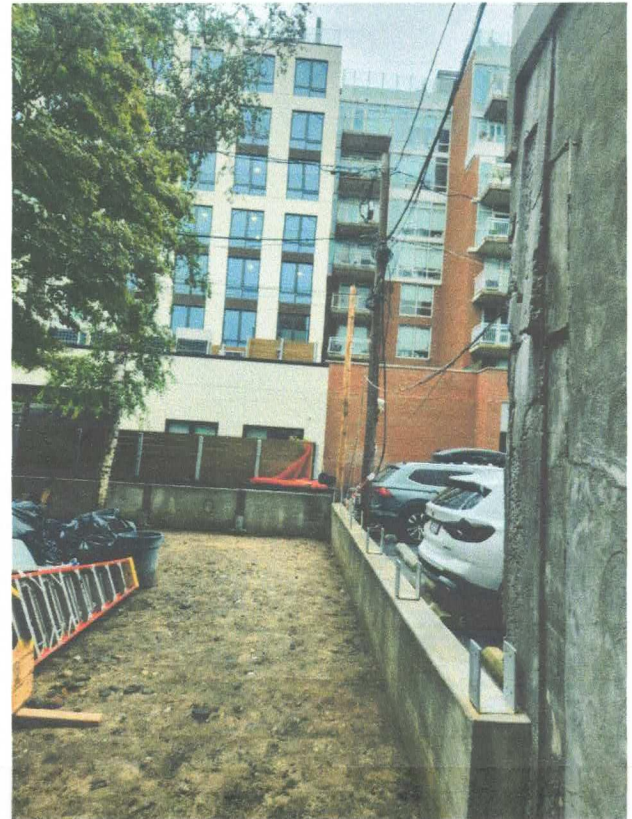
SUMMONS NUMBER **391 - 592 - 50 - K**

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Before: September 23, 2025



After: September 26, 2025



PHOTOS TAKEN IN THE REAR OF 316 ECKFORD
STREET, BROOKLYN, NY 11222

Thank you for your payment

We have received your payment. You will receive an email version of this receipt shortly.

Item Total:	\$1,250.00
Service Fee:	\$25.00
Payment Amount:	\$1,275.00

WORK WITHOUT A PERMIT
09/04/2025
RUSSO AS TRUSTEE JOS
039159250K

\$1,250.00

Payment Amount:	\$1,275.00
Receipt Number:	CPY049229535
Transaction Date:	09/28/2025 05:54 PM
Payment Type:	Visa *****9408

You will receive an email confirmation of your payment from noreply@finance.nyc.gov. We recommend that you check your email's SPAM folder for the payment confirmation email if you do not see it.

You will provisionally receive credit for making your payment on the date that you click the Process Payment button on this website. However, it may take up to two or more business days for your payment to be reflected on this website. Your payment will not be considered final until it is deemed settled by your financial institution. This means that if, for example, there is not enough money in your bank account or if your payment fails to settle, you will not receive credit for making your payment. Your bill will be reinstated, and you may be charged interest and penalties.

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