

Filing Amendments Beginning June 30, 2008

As part of the implementation of the New NYC Construction Codes, the Buildings Department is launching important changes to our filing process. The below information articulates these changes.

PW1 and Schedule B Form Amendments

Beginning June 30, all amendments must be filed with the updated PW1 and Schedule B forms:

- **PW1**: To ensure your amendment will be successfully processed, when amending a piece of information in a section on the form please complete that entire section as if you were filing the application from the beginning, using the new form. You do not have to provide additional information in sections for which you are not amending any information.
- **Schedule B**: It is important to use the latest Schedule B form when filing amendments as some fixtures have changed.

Schedule A Amendments

Beginning June 30, [Schedule A](#) will require proposed Building Code occupancy group designations to be from the 2008 Building Code. Please follow these guidelines for Schedule A amendments:

- **Applications achieving “A/P Entire” Status prior to June 30**: Continue using the former Schedule A form, which will be available online. You will not be allowed to use 2008 Building Code occupancy group designations for the life of these applications.
- **Applications achieving “A/P Entire” Status on or after June 30**: You may only use the latest Schedule A and must use [2008 Building Code Occupancy Group Designations](#) on the “proposed” side of the form.