



COOPERATIVE/CONDOMINIUM EXEMPTION FORM

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Acting Chairperson

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Please complete this form ONLY if ownership of the interim multiple dwelling (“IMD”) has been converted to a cooperative or a condominium and a certificate of occupancy has been issued by the NYC Department of the Buildings. The filing of this form with all the required documentation and signatures will begin the process for removal of the building from the jurisdiction of the New York City Loft Board if the building’s registration is current. The registration requirements in Title 29 of the Rules of the City of New York § 2-11 continue to apply to the IMD units until the New York City Loft Board has issued a final order of removal.

1. APPLICANT INFORMATION

Name	Daytime Phone ()
Mailing Address	
Address of IMD	IMD #

2. Please check one: The building is a Cooperative or Condominium.

3. Date of Final Certificate of Occupancy Issuance: _____ / _____ / _____
Month Day Year

(A copy of the Final Certificate of Occupancy must be filed with this form.)

4. i) Was the offering plan filed with the New York State Attorney General? **Circle:** Yes / No

ii) If so, date of filing: _____ / _____ / _____
Month Day Year

iii) File No. _____ (The first three (3) pages of the offering plan must be filed with this form)

iv) If an offering plan was not filed, the Loft Board may require that the cooperative or the condominium board acquire a no-action letter from the New York State Attorney General’s office. If a no-action letter exists for the building, please attach it to this form when filing it with the Loft Board.

