

**RULES OF PRACTICE AND PROCEDURE OF THE
NEW YORK CITY TAX APPEALS TRIBUNAL**

§1-16 Record of hearing.

(a) Within a reasonable period of time after a determination of an administrative law judge, or where exception is taken to an administrative law judge's determination within a reasonable period of time after a decision of the tribunal commissioners, but prior to the commencement of judicial review of such decision, a petitioner may request that the tribunal provide a copy of the record. The record shall consist of:

(1) all notices, pleadings, motions and intermediate rulings;

(2) a transcript of the hearing, if any;

(3) copies of all exhibits or, where the parties consented to have the controversy determined on submission without hearing, the documents submitted to the administrative law judge pursuant to subdivision (f) of section 1-09 these rules;

(4) the determination of the administrative law judge and exceptions thereto, if any; and

(5) the decision of the tribunal commissioners where exception was taken to the determination of the administrative law judge.

(b) The transcript of the hearing may be purchased by a petitioner from the hearing reporter at a charge not to exceed that paid by the tribunal for a transcript. Requests for copies of other parts of the record may be made by a petitioner to the tribunal. The cost of such copies shall be at the rate of 25 cents per page.