

**Incorporated Village of New Hyde Park  
Building Department**



1. The Municipal Code of the Incorporated Village of New Hyde Park requires that all re-roofing projects, both commercial and residential, be done in accordance with the specifications outlined in the NYS Building Code Sec. B-1510 and the NYS Residential Building Code R-907 respectively.

2. Therefore, no re-roofing project is to occur in the Village of New Hyde Park until the homeowner and/or contractor has obtained the necessary permits. In the event that construction and/or installation has been completed without a permit, the homeowner and/or contractor must file a Certification Form with the Building Department, along with a fee of \$225 (\$150 late filing fee and \$75 for the permit fee), certifying that the construction has been performed and completed in accordance with the specifications noted above. The form below shall be completed and signed by the Contractor.

**Re-roofing Certification Form**

Owner Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Date Work Will Be Performed: \_\_\_\_\_

I \_\_\_\_\_, (CONTRACTOR) hereby certify that construction at the above address will be done in accordance with the specifications noted in paragraph # 1 above.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

STATE OF NEW YORK     )  
COUNTY OF NASSAU    )

SS:

On the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

\_\_\_\_\_  
Notary Public