

**OFFICE OF THE QUEENS BOROUGH PRESIDENT**  
**Products & Services Order Form**

**TOPOGRAPHICAL BUREAU**

PROJECT \_\_\_\_\_

APPLICANT (COMPANY/AGENCY/OTHER) \_\_\_\_\_

APPLICANT'S CONTACT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE # \_\_\_\_\_

DATE		INVOICE #	
CHECK #		PAYMENT METHOD	
STAFF	BLOCK / LOT #		

APPLICANT'S REPRESENTATIVE & D.O.B. CERTIFICATION # IF APPLICABLE \_\_\_\_\_

FAX # \_\_\_\_\_

CODE	ITEM	QUANTITY	EXEMPT (Y/N)	UNIT PRICE	EXTENDED PRICE
<b>AMP</b>	Alt. Map Preparation (First 2 map sheets)			\$12,000.00	
<b>PAS</b>	Alt. Map Preparation (Each additional map sheet) (Up to \$18,000.00 incl. 1 <sup>st</sup> 2 sheets)			\$2,500.00	
<b>AMR</b>	Alt. Map Review (First 2 map sheets)			\$6,000.00	
<b>RAS</b>	Alt. Map Review (Each additional map sheet) (Up to \$9,000.00 incl. 1 <sup>st</sup> 2 sheets)			\$1,500.00	
<b>DGS</b>	Detailed Grade Study			\$40.00	
<b>HNI</b>	Issuance of a House #			\$50.00	
<b>NBC</b>	New Building Certification (Cert. Including House # Cert., Mapped Street Stamp and Grade Stamp)			\$100.00	
<b>BAC</b>	Building Alteration Certification (Cert. Including House # Cert. and Mapped Street Stamp)			\$75.00	
<b>MAP SALES</b>	<b>FSC</b>	Final Section Copy		\$1.00	
	<b>WPP</b>	White Print on Paper		30¢ (per sq. ft.)	
	<b>CCC</b>	Copies		25¢ (per page)	
<b>TOTAL</b>					

THIS AREA TO BE FILLED OUT BY B.P.O.

COMMENTS: \_\_\_\_\_

**NO CASH ACCEPTED!**

**PAYMENT TYPE:** Bank Check, Certified Check or Money Order (minimum sale \$1.00)  
 Credit Card: Visa, Mastercard, Discover & American Express (minimum sale \$10.00)

Please make Check or Money Order payable to:  
 the OFFICE OF THE QUEENS BOROUGH PRESIDENT  
 120-55 Queens Boulevard, Kew Gardens, NY 11424