



**DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
DIVISION OF REAL ESTATE SERVICES**

MUNICIPAL BUILDING, - Room 2053S
NEW YORK, N.Y. 10007
(212) 669-3640 Fax (212) 669-2666

WILLIAM J. DIAMOND
Commissioner

LORI FIERSTEIN
Deputy Commissioner

Letter of Transmittal

TO: PATRICK RONAN
MOEM
100 CHURCH ST

DATE: 07 MAY 1998
RE: MOEM
PROJ#: 96-1346

We are sending you the following:

☐ Prints	☐ Letter	☐ Memorandum	☐ Scopes
☐ Shop Drawings	☐ Comments	☒ <u>LEASE DOCUMENT</u>	

DESCRIPTION:

(1) COPY OF THE TWO EXECUTED LEASE

REMARKS:

The Above are:

☒ As per your request	☐ Disapproved	☐ For approval
☒ For your info	☐ Approved	☐ For distribution
☐ Your comment	☐ Recommendation	☒ Per telephone conversation
☐ Immediate action	☐ Correction	☐ _____

TRANSMITTED VIA ☐ Mail ☒ Mess. ☐ _____

COPIES TO:

Josep Dominguez 
Assistant Director
Phone# 212-669-8087
Fax #212-669-4107

c:barbara/josep/transmittal letter