



The City of New York
BUSINESS INTEGRITY COMMISSION
100 Church Street · 20th Floor
New York · New York 10007
Tel. (212) 437-0500

David A. Feldman
Acting Commissioner and Chair

April 1, 2022

COMMISSION DIRECTIVE

Dear Licensee:

All companies licensed by the Business Integrity Commission (the “Commission”) are required to submit annual financial statements to the Commission. All 2021 financial statements must be submitted to the Commission **on or before June 30, 2022**. The form for the 2021 financial statements is available on the Commission’s website: <http://www.nyc.gov/bic>.

All submissions of 2021 financial statements, extension requests, or exemption requests must be submitted through the [BIC Online Portal](#). This portal is on the BIC website, the same location where the Vehicle module and Customer Register module are found.

All requests for an exemption from the annual submission requirement must be submitted through the portal **before May 26, 2022**. All requests for additional time to submit financial statements must be made **no later than June 16, 2022**. If you have any questions, please contact the Commission via the following e-mail address: audit@bic.nyc.gov.

YOU MUST RESPOND TO THIS DIRECTIVE. Your failure to respond to this Commission Directive to submit financial statements will be considered to be violations of Title 17, Chapter 1, Subchapter E of the Rules of the City of New York Sections 1-04(a), 5-03(e) and 5-03(f), and could result in civil penalties of up to \$10,000 for each violation.

Sincerely,

A handwritten signature in black ink, appearing to read "David A. Feldman".

David A. Feldman
Acting Commissioner and Chair