



Department of Labor

WORKING FOR YOU

Kathy Hochul, Governor
Roberta Reardon, Commissioner

RE: Project No. \_\_\_\_\_

Dear \_\_\_\_\_

This agency is investigating an asbestos project that took place at \_\_\_\_\_

Pursuant to the provisions of section 900 and 904 of the New York State Labor Law, the Commissioner of Labor requires you to submit within ten days of the receipt of this letter, copies of all records pertaining to this project including but not limited to: contracts, invoices, shipping manifests, project logs, air monitoring results and any other pertinent information.

The required information shall be sent to my attention at:

New York State Department of Labor
Asbestos Control Bureau

Requirements explained to: Certified Mail

Sincerely,

\_\_\_\_\_  
Title: \_\_\_\_\_

FOR THE COMMISSIONER OF LABOR

Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_ - \_\_\_\_