

SAMPLE

PROCEDURE GOVERNING THE INSTALLATION OF ERUVS

EFFECTIVE OCTOBER 1, 2000

1. Applicant shall submit a written request to install an Eruv to _____, New York City Department of Transportation, _____.
2. The written request shall include detailed plans and drawings which must be approved by The Department of Transportation (DOT) prior to the installation of the Eruv.
3. The Eruv shall consist of an unadorned string, approximately $\frac{1}{4}$ of an inch in thickness.
4. The detailed plans and drawings must show that the Eruv will not hang lower than fifteen (15) feet above the sidewalk and eighteen (18) feet above the roadway. In addition, the detailed plans and drawings shall comply with any special requests from DOT for more clearance.
5. Installation and maintenance of the proposed Eruv shall be performed at the sole cost and expense of the applicant and shall conform to the approved plans.
6. Upon installation of the Eruv, applicant shall submit a self-certification letter (copy attached), signed by an officer of the applicant and notarized indicating:
 - that the installation of the Eruv, complies with all the specifications and requirements set forth by the DOT.
 - That the applicant will be solely responsible for the maintenance of the Eruv, which shall be performed at the applicant's sole cost and expense.
 - That the applicant will indemnify the City, as stated in the self-certification letter.

7. Upon receipt and approval of all required documents the DOT may issue a letter to the applicant authorizing the Installation of the Eruv.
8. An Eruv should not be installed prior to receiving the DOT authorization letter.