



MTA Archive Information/Reference Document Request Form

Revision 5.0

Applicant Information

Applicant Name	Company Name
Company Address	
Email	Phone Number
Designer of Record	Designer of Record Name

Project Information Address, Borough, Block, Station Name(s), Project Description, Subway Line, Signature, and Date are mandatory fields.

Project Name	Cross Streets		
Project Address			
Borough	Block	Lot	Nearest Subway Station Name(s):
Project Description <small>(Please provide detailed notes and instructions herewith the completed form and not in the body of your email)</small>			
Route*	Section*	Subway Line*	<small>*See Route/Section map for designations. If the route and section can not be identified please include the number or letter designation of the subway line.</small>

Please acknowledge the below by checking the following box:

Although every effort will be made to provide complete and accurate information, MTA C&D makes no warranties, express or implied, or representations as to the accuracy, completeness, or usefulness of the information or of the results obtained from the use of the information. It is the requester's/applicant's responsibility to verify the accuracy of the information.

For adjacency submissions email requests to EPP-Adjacency@mtacd.org. For submissions involving public agencies or utility companies email requests to EPP-PublicAgency@mtacd.org. Please expect a response up to 10 business days from the date of your submission. Please contact us after 10 business days if no response has been received.

Signature

Date