



NYC Parks

FORMS OF ACKNOWLEDGMENT

CONTRACTORS: PLEASE CHOOSE THE APPROPRIATE FORMAT AND INCORPORATE IT INTO YOUR COVER LETTER:

Acknowledgment by Individual  
State, City and County of New York, ss.:

On this \_\_\_ day of \_\_\_\_\_, 20, \_\_\_ before me personally came \_\_\_\_\_ to me known and known to me to be the same person described in and who executed the foregoing instrument and he acknowledged to me that he executed the same for the purpose therein mentioned.

Notary Public or Commissioner of Deeds

**Acknowledgment by Corporation**  
State, City and County of New York, ss.:

On this \_\_\_ day of \_\_\_\_\_, 20, \_\_\_ before me personally came \_\_\_\_\_ who being by me duly sworn, did depose and say that he resides in the City of \_\_\_\_\_, that he is the \_\_\_\_\_ of the \_\_\_\_\_ the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation; and that he signed his name thereto by like order.

Notary Public or Commissioner of Deeds

**Acknowledgment by Partnership**  
State, City and County of New York, ss.:

On this \_\_\_ day of \_\_\_\_\_, 20, \_\_\_ before me personally came to me known and known to me to be a member of \_\_\_\_\_ the firm described in and which executed the foregoing instrument and he acknowledged to me that he subscribed the name of said firm thereto on behalf of said firm for the purposes therein mentioned.

Notary Public or Commissioner of Deeds