



## Media Release

**FOR IMMEDIATE RELEASE  
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**Contact: Rachael Tabelski  
Assistant City Manager  
Cell: 585-409-4008**

**Email: [rtabelski@batavianewyork.com](mailto:rtabelski@batavianewyork.com)**

### **CITY OF BATAVIA BUREAU OF INSPECTIONS WILL CONTINUE TO ISSUE PERMITS**

BATAVIA, NEW YORK- The City of Batavia Bureau of Inspection is currently closed to the public. Permits may be submitted through the following methods:

- Email – [mchilano@batavianewyork.com](mailto:mchilano@batavianewyork.com)
- Fax – 585-345-1385

Applicants will be notified when the permit has been issued, at which time, payment can be made by the following methods:

- Check sent by mail to Bureau of Inspection, One Batavia City Ctr.
- Dropbox on the wall outside the doors of City Hall
- Personal internet banking
- Credit card over the phone (fee will be applied)

Applicants must call in advance for required inspections. Application is available on the City's website <https://www.batavianewyork.com/public-works-bureau-of-inspection/pages/downloadable-forms>

For questions, please call the Bureau of Inspection at 585-345-6345

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