

SERVICE NOTICE

Condo/Co-Op Board Added as a Stakeholder in DOB NOW: *Build*

Beginning January 26, 2026, Condo/Co-Op Board will be a Stakeholder on the job filing in DOB NOW when the Owner Type is Condo Unit Owner or Co-Op Tenant-Shareholder. The Board’s representative will be required to attest that the Board has authorized the applicant to file the application.

Plans/Work (PW1)	Condo/Co-Op Board*		
Zoning Information	Email* <input type="text" value="Please enter email address"/>	Title* <input type="text"/>	First Name <input type="text"/>
Scope of Work ▼	Last Name <input type="text"/>	Business Telephone <input type="text"/>	Business Address <input type="text"/>
Plumbing	City <input type="text"/>	State <input type="text"/>	Zip Code <input type="text"/>
Cost Affidavit (PW3)			
Technical Report ▼			
Technical Report			

Follow these steps to complete the attestation:

- Login to DOB NOW at nyc.gov/dobnow, select the **DOB NOW: *Build*** module, and then select **New Building, Alteration, Full Demolition, No Work**.
NOTE: Visit nyc.gov/dobnowtips to create an NYC.ID account.
- From the dashboard, double-click on the **Job Number** to open the filing. You can also search for the job by selecting **Search** and then entering the Job Number.
- Once the filing opens, select the **Statements & Signatures** tab and then select the **Condo/Co-Op Board Attestation** section.
- Read the statements and check the box next to the attestation. Select **Save** at the top of the Job Filing to complete the process.

To submit an inquiry about DOB NOW, visit the DOB NOW Help Form at nyc.gov/dobnowhelp.