

SERVICE NOTICE

Submit a Permit Renewal with Changes in DOB NOW to Update the Business Listed on the Permit

Beginning June 29, 2026, applicants can change their business on the permit by submitting a Permit Renewal with Changes in DOB NOW: **Build**. The business listed on the permit must be one of the businesses associated with the applicant's license.

The deadline for submitting Electrical Development Inspection requests and certifiable objections in DOB NOW: *Inspections* is 5:00 pm on Thursday, June 25, 2026. For electrical permits issued before June 29, 2026, that have not received a Pass-Final inspection result, the Applicant is responsible for submitting a re-inspection request. Stakeholders listed on the job filing or Inspection Delegates authorized under the permit may file re-inspection requests through DOB NOW: *Inspections Plus*.

View the Businesses Associated with a License

1. Go to nyc.gov/dobnow and select **Licensee**.
2. In the search options, choose **License Number Only** from the dropdown list.
3. Enter the **License Number** and **License Type** to display the business(es) currently associated with the license.

When to Submit a Renewal with Changes

- If the Business Name in the Applicant Information section is blank on the Permit Renewal without Changes, a notification will appear when attempting to submit the renewal. Select **Ok** on the notification, go to the **Reason for Filing** section, and select **Renew Permit with Changes**. On the Permit Renewal with Changes, the business(es) associated with the applicant's license will appear on a dropdown list in the Applicant Information Section. Select the business name that should appear on the permit.
- If the Business Name that appears in the Applicant Information section on the Permit Renewal without Changes is no longer associated with the applicant's license, do not submit a Permit Renewal without Changes. Follow the instructions below to submit a Renewal with Changes and change the Business Name to a business associated with your license.
- Submit a Renewal with Changes to change the business listed on the permit to another business that is associated with your license.

How to Submit a Permit Renewal with Changes

1. Login to DOB NOW at nyc.gov/dobnow and select the **DOB NOW: Build** module.
2. From the dashboard, search for the job filing and select **View Work Permit** from the **Filing Action** column.
3. From the Work Permits displayed, go to the Filing Actions and click **Renew Work Permit**.
4. Check the Contractor/Permit Applicant as the stakeholder and select a **new business name** from the dropdown list in the Applicant information section.
5. Complete all required fields and save and submit the permit.

Associate a Business to a License

- For General Contractors, follow the instructions on [DOB's website](#).
- For Master Plumber and Master Fire Suppression Piping Contractors, login to **DOB NOW: Licensing** and submit a **Change/Update Business Information** request.
- For Professional Engineers and Registered Architects, login to DOB NOW and select **Manage/Associate Licenses** from the person icon in the upper right corner of the screen to go to the Account Details page and click on **+New Business** next to the associated license.

For additional assistance with DOB NOW, submit an inquiry at nyc.gov/dobhelp.