

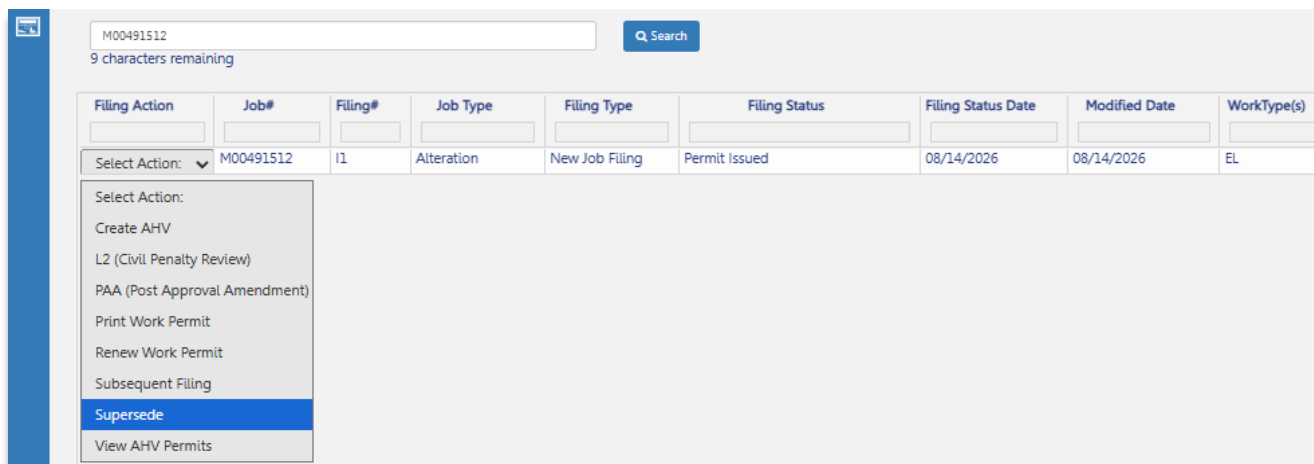
# SERVICE NOTICE

## Supersede Request Required for Transferring Electrical Jobs to Another Licensee

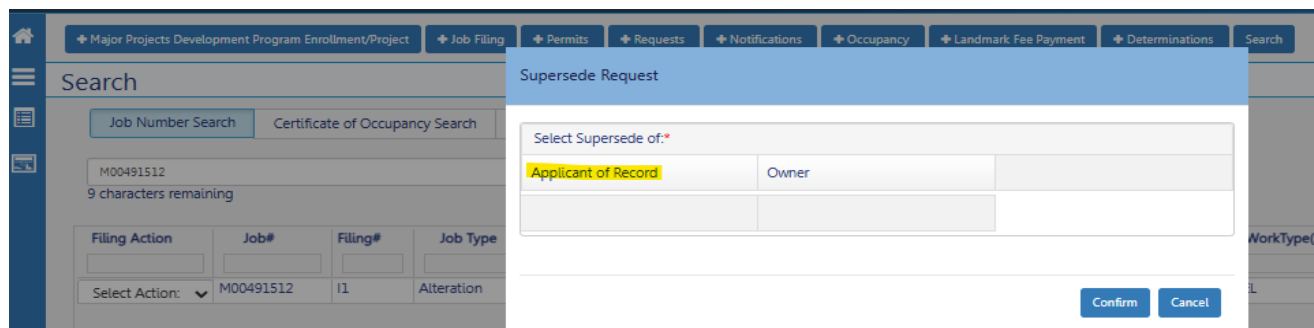
Licensed Electricians taking responsibility for another licensee's jobs must submit a **Supersede Request** in **DOB NOW**. Once the **Supersede Request** is submitted, the superseding electrician's information will populate on the permit. Effective September 7, 2026, the Licensing Unit will no longer transfer electrical jobs to another licensee.

### Electrical Supersede Request

The superseding applicant must login to **DOB NOW: Build**, search for the electrical job number that is in **Permitted** status, and from the **Filing Action** select **Supersede** and then **Applicant of Record**. The fee is \$130 and the Applicant and the Owner must complete the **Statements & Signature** section. The Supersede Request is auto approved.



The screenshot shows the DOB NOW interface with a search bar containing 'M00491512'. Below the search bar is a table with columns: Filing Action, Job#, Filing#, Job Type, Filing Type, Filing Status, Filing Status Date, Modified Date, and WorkType(s). The 'Filing Action' dropdown menu is open, showing options: Create AHV, L2 (Civil Penalty Review), PAA (Post Approval Amendment), Print Work Permit, Renew Work Permit, Subsequent Filing, **Supersede** (highlighted), and View AHV Permits.



The screenshot shows the DOB NOW interface with a search bar containing 'M00491512'. A 'Supersede Request' dialog box is open, showing a table with columns: Select Supersede of:\*, Applicant of Record, and Owner. The 'Applicant of Record' column is highlighted. The dialog box has 'Confirm' and 'Cancel' buttons.

### Additional Information

For additional assistance with DOB NOW, submit an inquiry at [nyc.gov/dobnowhelp](https://nyc.gov/dobnowhelp).