



BIC Online Portal

Financial Hardship Waiver Guide

Contents

Getting Started.....	2
What to Know Before you Go	2
Applying for the Financial Hardship Waiver.....	3
Main Screen	3
Application.....	4
Support	7
Website	7
Phone.....	7

Getting Started

What to Know Before you Go

New York City's vehicle emission law (also known Local Law 145 of 2013) was passed in December 2013 to address pollutant reduction of heavy duty trade waste vehicles. The law requires that by January 1, 2020, all "heavy duty trade waste hauling vehicles," as defined in the law, must be equipped with either an EPA certified 2007 (or later) engine or utilize "Best Available Retrofit Technology," as defined by the New York City Department of Environmental Protection. See Title 24, Chapter 1, Subchapter 7, of the New York City Administrative Code Section 24-163.11. Under the law, the Commission may exempt companies temporarily from compliance with the law based on financial hardship. To receive such an exemption, a company must apply for a financial hardship waiver.

On October 9, 2018, the Commission voted to approve a rule relating to a financial hardship waiver from compliance with Local Law 145 of 2013. Any licensee or registrant (including first time applicants for a license or registration) seeking a financial hardship waiver must submit its application to the Commission by close of business on January 1, 2019.

Before starting, gather the information needed to complete the Financial Hardship Waiver:

- 1) **Signed copies of submitted Federal tax returns of the applicant business from the past three (3) years.**
- 2) **Any and all material related to an attempt to apply for financing, e.g., correspondence between applicant company and a bank, copy of application, terms proposed by a bank, and denial of financing.**
- 3) **A written statement explaining when and how the applicant company believes it will be in compliance with Local Law 145/2013. Please include the following information as part of your response:**
 - a) **When does the applicant company believe it will bring its entire truck fleet into compliance with Local Law 145/2013?**
 - b) **Specify the method of compliance for each non-compliant vehicle (e.g. retrofit, 07' or later engine installed, retire, etc)**
 - c) **If retiring a vehicle, please specify how it will be retired (e.g. scrapped, sold, used out of state, replaced, etc).**

For more information please see: <https://www1.nyc.gov/site/bic/industries/vehicle-emissions-law.page>.

Applying for the Financial Hardship Waiver

Main Screen



Attention

Utilize this portal to provide BIC with the requested information for each of your registered vehicles.

All fields are required to be accurately completed, the following symbol ▲ will appear next to each vehicle record when there is missing information for that particular vehicle. You are required to login to this site to update vehicle information should the status of any of these vehicles change or if you register new vehicles with BIC.

Financial Hardship Waiver Application Information

According to our records, you have 1 vehicle with (i) a 2006 or older engine, (ii) operates on diesel fuel, and (iii) has a gross weight of 16,001 or more pounds and (iv) does not have a retrofit installed yet. If your truck fleet does not meet the requirements set forth in Local Law 145/2013 and you would like to apply for a waiver for financial hardship, please click on the button provided to begin the application process.

[Apply for Financial Hardship Waiver](#)

As of 10/17/2018, All of your 19 vehicles have completed Information.

[Print View](#)

Once you have successfully logged in, the main screen appears. You must complete all information on your vehicles disclosed to the Commission. Once completed, If they meet the criteria for application of the Financial Hardship Waiver as per Local Law 145/2013, the button above (“**Apply for Financial Hardship Waiver**”) will appear.

The criteria for such vehicles are as such:

- (1) 2006 or older engine;
- (2) Operates on diesel fuel;
- (3) Vehicle has a gross weight of 16,001 or more pounds (lbs.) and;
- (4) Does not have a retrofit installed yet

If you believe you will be eligible for the waiver, click the button to continue.

Application

APPLICATION FOR FINANCIAL HARDSHIP WAIVER FROM THE REQUIREMENTS OF LOCAL LAW 145 OF 2013

You are applying for a financial hardship waiver for VIN# 1NPCL4EX2JD450916.

Below is the application for a financial hardship waiver from compliance with Chapter 1, Section 24-163.11(c) of the Administrative Code, which relates to emissions and heavy duty trade waste hauling vehicles. As per Title 17 of the Rules of the City of New York, Section 2-09, the following information is required in order to apply for a financial hardship waiver: signed copies of submitted Federal tax returns of the applicant business from the past three years; information showing an attempt to receive financing for the necessary compliance method; and a statement indicating when compliance would be completed.

All questions must be answered completely and all required information provided. Applications that have not been completed properly will not be accepted and will be returned to the applicant without being processed. An application returned as incomplete will not be considered to have been submitted. The applicant may attach to the application any additional documents they feel are necessary or may continue its answer on additional pages if the space provided on the application is insufficient to completely answer the questions. Each page submitted by the applicant must contain the applicant's social security number or tax identification.

Applications for a financial hardship waiver will be evaluated by the Commission. A member of the Commission's staff may contact you with additional requests for information. The Commission will inform the applicant of the result of its application when a determination has been made.

Upload the following material to apply for a financial hardship waiver

- * Signed copies of submitted Federal tax returns of the applicant business from the past three (3) years [Upload Files](#)
- * Any and all material related to an attempt to apply for financing, e.g., correspondence between applicant company and a bank, copy of application, terms proposed by bank, and denial of financing [Upload Files](#)
- * A written statement explaining when and how the applicant company believes it will be in compliance with Local Law 145/2013. Please include the following information as part of your response:
 - When does the applicant company believe it will bring its entire truck fleet into compliance with Local Law 145/2013?
 - Specify the method of compliance for each non-compliant vehicle (e.g. retrofit, '07 or later engine installed, retire, etc.)
 - If retiring a vehicle, please specify how it will be retired (e.g. scrapped, sold, used out of state, replaced, etc.)[Upload Files](#)

I agree, and it is my intent, to sign this record and this affirmation by electronically submitting this financial hardship waiver and affirmation to the Business Integrity Commission. I understand that my signing and submitting this financial hardship waiver and affirmation in this fashion is the legal equivalent of having placed my handwritten signature on the submitted financial hardship waiver and this affirmation.

I understand and agree that by electronically signing and submitting this record in this fashion I am affirming to the truth and accuracy of the information contained therein. I understand that any material false statement or omission made in connection with this financial hardship waiver is sufficient cause for revocation of a trade waste license or registration, or denial of a trade waste license or registration application, and may subject me to criminal charges.

* Name of Principal

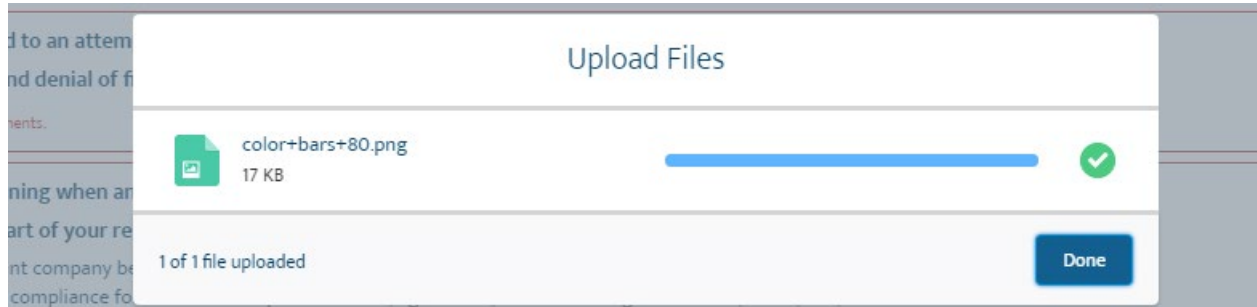
[Cancel](#) [Submit Application](#)

To apply for the Financial Hardship Waiver, you will need the following documentation:

- 1) Signed copies of submitted Federal tax returns of the applicant business from the past three (3) years.
- 2) Any and all material related to an attempt to apply for financing, e.g., correspondence between applicant company and a bank, copy of application, terms proposed by a bank, and denial of financing.
- 3) A written statement explaining when and how the applicant company believes it will be in compliance with Local Law 145/2013. Please include the following information as part of your response:
 - a) When does the applicant company believe it will bring its entire truck fleet into compliance with Local Law 145/2013?
 - b) Specify the method of compliance for each non-compliant vehicle (e.g. retrofit, '07 or later engine installed, retire, etc)

- c) If retiring a vehicle, please specify how it will be retired (e.g. scrapped, sold, used out of state, replaced, etc).

These should be uploaded in each of the sections displayed within the application. You can upload more than one file after the previous one uploads. The name of the file uploaded will be shown in it's respective section.



Upload the following material to apply for a financial hardship waiver

* Signed copies of submitted Federal tax returns of the applicant business from the past three (3) years Upload Files
 Uploaded files: 1. color+bars+80.png 2. Worker_Compensation_Claim_Package.pdf

* Any and all material related to an attempt to apply for financing, e.g., correspondence between applicant company and a bank, copy of application, terms proposed by bank, and denial of financing Upload Files
 Uploaded files: 1. GoToMeeting 000.png 2. INITAL GRANT MEMO.pdf

* A written statement explaining when and how the applicant company believes it will be in compliance with Local Law 145/2013. Please include the following information as part of your response: Upload Files

- When does the applicant company believe it will bring its entire truck fleet into compliance with Local Law 145/2013?
- Specify the method of compliance for each non-compliant vehicle (e.g. retrofit, '07 or later engine installed, retire, etc.)
- If retiring a vehicle, please specify how it will be retired (e.g. scrapped, sold, used out of state, replaced, etc.).

Uploaded files: 1. DOS WEBSITE SEARCH.pdf

All sections must have documentation uploaded to submit the application. If you do not, when you try to submit the following error(s) will appear:

Upload the following material to apply for a financial hardship waiver

* Signed copies of submitted Federal tax returns of the applicant business from the past three (3) years Upload Files
 * You must upload the mentioned documents.

* Any and all material related to an attempt to apply for financing, e.g., correspondence between applicant company and a bank, copy of application, terms proposed by bank, and denial of financing Upload Files
 * You must upload the mentioned documents.

* A written statement explaining when and how the applicant company believes it will be in compliance with Local Law 145/2013. Please include the following information as part of your response: Upload Files

- When does the applicant company believe it will bring its entire truck fleet into compliance with Local Law 145/2013?
- Specify the method of compliance for each non-compliant vehicle (e.g. retrofit, '07 or later engine installed, retire, etc.)
- If retiring a vehicle, please specify how it will be retired (e.g. scrapped, sold, used out of state, replaced, etc.).

* You must upload the mentioned documents.

I agree, and it is my intent, to sign this record and this affirmation by electronically submitting this financial hardship waiver and affirmation to the Business Integrity Commission. I understand that my signing and submitting this financial hardship waiver and affirmation in this fashion is the legal equivalent of having placed my handwritten signature on the submitted financial hardship waiver and this affirmation.

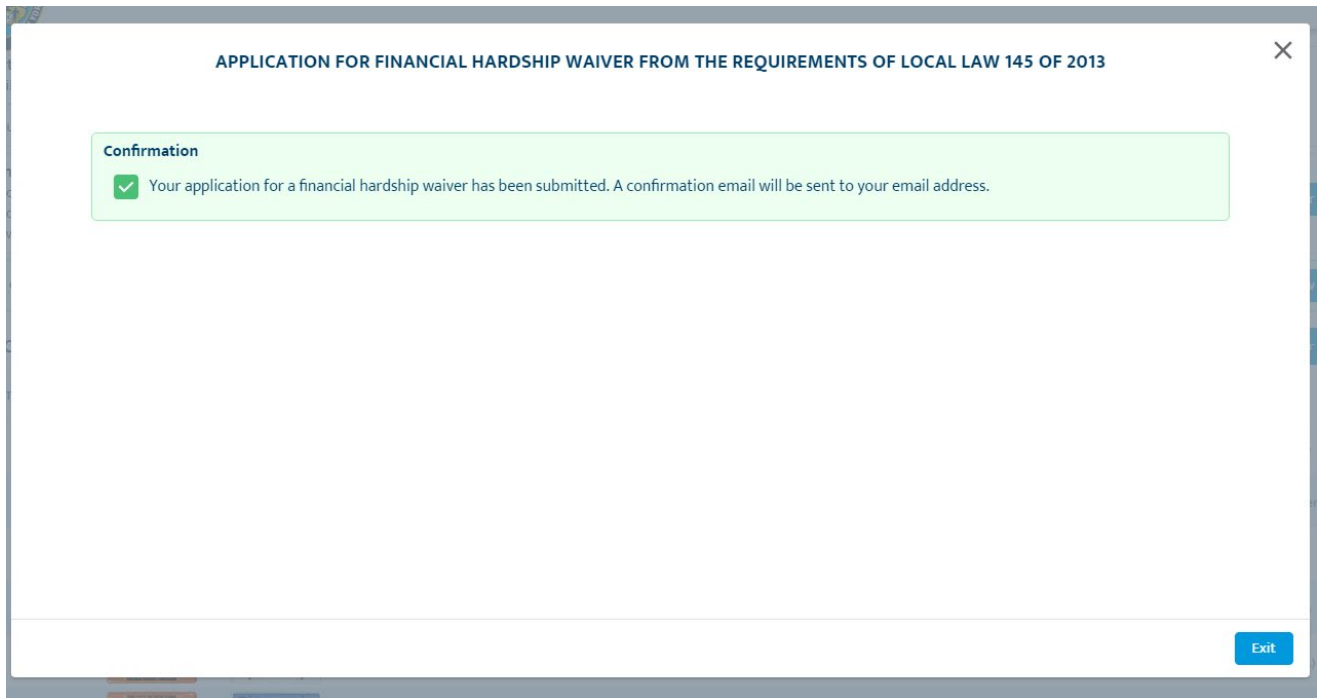
I understand and agree that by electronically signing and submitting this record in this fashion I am affirming to the truth and accuracy of the information contained therein. I understand that any material false statement or omission made in connection with this financial hardship waiver is sufficient cause for revocation of a trade waste license or registration, or denial of a trade waste license or registration application, and may subject me to criminal charges.

* Name of Principal
 * You must enter the principal name.

Cancel Submit Application

Once you have uploaded all requested documentation, the principal applying should enter their name in the *Name of Principal* field and then click the “**Submit Application**”.

If successful, the following message will appear:



You will also receive a confirmation email to the email address associated with the user account logged in.

☆ **NoReply**

NYC BIC - Confirmation of Financial Hardship Waiver Submission

To:



This email is a confirmation of receipt of your Financial Hardship Waiver submitted on Mon Oct 15 22:14:59 GMT 2018.

Date Submitted: Mon Oct 15 22:14:59 GMT 2018

Principal Signatories: me - 10/15/2018

Reference ID: FILING-0000133

Support Website

If you require assistance for reasons other than the information provided in this guide, please contact BIC via the link on our website:

<http://www1.nyc.gov/site/bic/industries/portal-support-form.page>

The screenshot shows the NYC Business Integrity Commission website. The header includes the NYC logo, the text "Business Integrity Commission", and a search bar with "311 Search all NYC.gov websites". There are navigation links for "Industries", "News", "Laws & Rules", "Complaints", "About", and "Contact". A search bar is also present. The main heading is "Portal Support Form". On the left, there is a sidebar menu with links: "Carter Information", "Customer Information", "Trade Waste Approved Companies", "Trade Waste Denied Companies", "Trade Waste Forms", "Trade Waste Fees", "Maximum Rates", "Trade Waste Decals", "Safety Resources", "Regulatory Reporting", and "Trade Waste Advisory Board". The main content area contains the following fields and options:

- BIC File#:** *
- Company Name:** *
- Name of person submitting information:** *
- Phone Number (numerals only):**
- E-mail Address (e.g., test@example.com):**
- Do you need a password reset?**
 Yes No
- Please explain the problem you are having with the portal.**

At the bottom left, there are social media sharing icons for Facebook, Twitter, YouTube, and LinkedIn, along with a "Share" button.

Include as much detailed information as possible, such as specifics of error messages. BIC will work to resolve the issue and respond as soon as possible.

Phone

Call the BIC support hotline for the following types of issues with the BIC Online Portal:

- 1) Questions pertaining to the entry of information.
- 2) Technical issues (login, errors, etc.).

BIC Portal Help Hotline: 212-437-0560