

SERVICE UPDATE

Additional Elevator Application Filings now available in DOB NOW: *Build*

[DOB NOW: *Build*](#) has been updated to accept new elevator filings for:

- Removal of a device
- Dismantle of a device
- Accessibility Lifts
- Personnel Hoists

The above may now be filed in DOB NOW, and starting November 1, 2018 a paper ELV1 form will no longer be accepted. This includes both Elevator Application (EA) and Elevator Building Notice (EBN) filings.

The following table describes the requirements of a Registered Design Professional or Approved Agency Director/Co-director for each filing type:

Filing Type	Registered Design Professional	Approved Agency (Co)Director
Removal of a device	Optional	Required
Dismantle of a device	Optional	Required
Accessibility Lifts	Required	Optional
Personnel Hoists	P.E. Only	Cannot File

Notes:

- Elevator applications for permits that have expired more than a year ago must be submitted through DOB NOW: *Build*.
- Paper elevator applications submitted to the Department that have been rejected for administrative reasons or have received plan examination objections must be submitted through DOB NOW: *Build* for permitting. Paper application resubmissions will no longer be accepted.

POST UNTIL: December 28, 2018