# DOB NOW Account Registration for Building Owners or Building Representatives

**Building Owners, Building Managers, and Building Representatives register in DOB NOW with an email address that is provided to a licensed professional for associating with a filing in DOB NOW: *Build* and DOB NOW: *Safety* or used to login to submit a Certificate of Correction Review Request in DOB NOW: *BIS Options*.**

**To register your email address in DOB NOW, follow these steps:**

1. Start at **nyc.gov/dobnow**, enter your email address, and select **Login**. The system will automatically redirect you to the NYC.ID registration page.
2. Enter your **email address**, **password**, and **name**. Check the box to agree to the terms then select **Create Account**. You will receive a confirmation email.
3. Check your email for an activation link from NYC.ID. Click on the link in the email to activate your account. You will not be able to log into DOB NOW unless you confirm your NYC.ID account.
4. Once your NYC.ID is active, return to the DOB NOW login page. Enter your email address and click **Login**.
5. On the NYC.ID page, enter your email and password, if prompted.
6. Since this is your first time logging into DOB NOW, you'll be prompted to create a DOB NOW profile. Select **No, I do not have a DOB issued license**, complete the contact information, and select **Submit**.

Your account is now activated for use in DOB NOW. Select continue to proceed to the dashboard.

If you already have an NYC.ID, step 1 above will take you to the NYC.ID login page and you can select Forgot Password, if needed.

**Additional Information**
- **NYC.ID New Users Guide (Non-Licensees)**
- **NYC.ID for DOB NOW FAQs**
- **Statements & Signatures Quick Guide**

For more information about registering for a DOB NOW account, see **nyc.gov/dobnowtips** or submit a question at **nyc.gov/dobhelp**.