

To renew your **Tower/Climber Crane Rigger License**, renewal applications must be submitted online at nyc.gov/dobnow. The Licensing & Exams Unit is not accepting any walk-in transactions, or paper applications for this process.

STEP 1: RENEWAL APPLICATION SUBMISSION

Tower/Climber Crane Riggers must submit all required documents in **PDF format** via the **DOB NOW Portal**. Tower/Climber Crane Riggers that do not currently have an eFiling account will need to create an account by completing the **registration form**. If you already have an eFiling account, please proceed to STEP 2.

STEP 2: UPLOAD SUPPORTING DOCUMENTATION

To complete the online renewal process, Tower/Climber Crane Riggers must submit the following documents in **PDF format** via the **DOB NOW Portal** in the **BIS Options** section:

NOTE: See the [Licensing Renewal Application User Guide](#) for Step-by-Step directions.

- Original, typewritten **LIC2** License Application
- Completed, typewritten **LIC34: Licensing Supplemental Affidavit** (if applicable)
- Completed **Child Support Certification Form**
- **DOB Approved 8-Hour Climber/Tower Crane Rigger Course** Certificate (course must have been taken within one (1) year prior to renewal)
- Copy of current/expired Department of Buildings Special Rigger License card
- Completed **Buildings Physical Examination Form (LIC61)** signed by a physician (**must be completed within 90 days prior to submission**)
- Typed and notarized letter from the licensee listing the name, address and telephone number of the laboratory that performed the substance abuse test and a statement **giving consent for the laboratory to the release such information to the Department upon request.**
- **Proof of Compliance with substance abuse provisions**
- Photo ID (Driver's license, State ID, or Passport)
- **\$50.00 Renewal Fee** – paid at the time of renewal submission via the online portal
- **\$100.00 Late Renewal Fee** (includes \$50.00 renewal fee and \$50.00 late fee) – paid at the time of renewal submission via the online portal

*NOTE: To avoid a \$50.00 late fee, renewal applications must be submitted **30-90 days** before the expiration date indicated on your license card.*

STEP 3: OBTAINING YOUR LICENSE CARD

You will receive your license card by mail.