



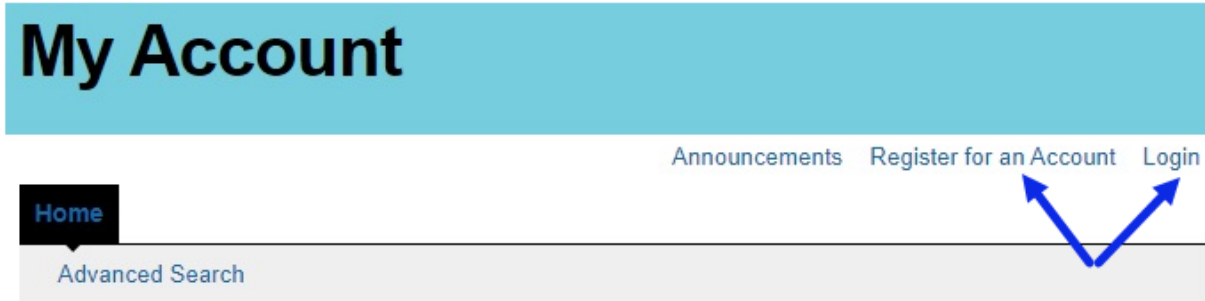
SAVE TIME, APPLY AND PAY ON-LINE!

Completing the COF application and paying online to take an FDNY COF exam will save you more than 2 HOURS WAITING TIME!

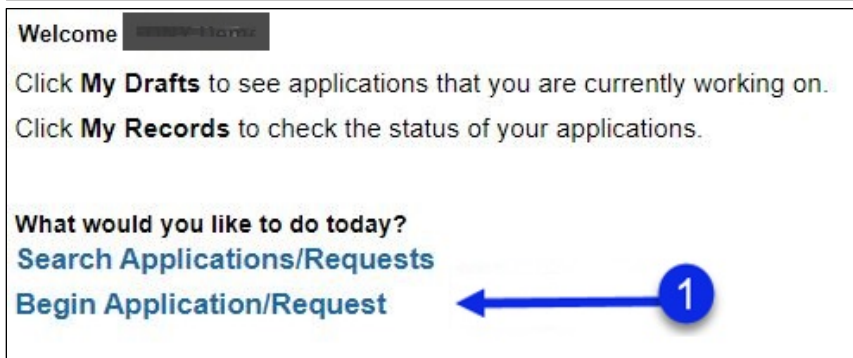
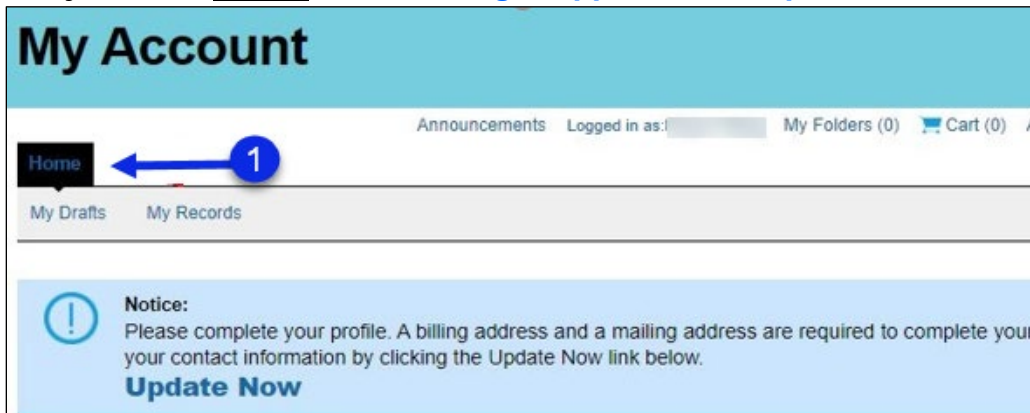
1. Go to the link below to start your application (You can use a desktop/laptop/iPad/iPhone to complete the application/renewal. Currently, Android phones are not compatible), this pdf can help you to complete the application.

<http://fires.fdnyccloud.org>

2. Click [Register for an Account](#) and create your NYC ID account (**First time users only**). If you already have an account, click [Login](#)



3. If this is your FIRST-TIME logging in, you will be asked to update your contact information. **You can just click HOME** and then [Begin Application/Request](#).



4. Select [Certificate of Fitness](#) and then [Certificate of Fitness Application](#).

Select Type of Application

Choose one of the following application types.
Need help with FDNY Business? Please click [here](#) for more information.

What are you applying for today?

- ▶ Enforcements
- ▶ Public Request
- ▼ Certificate of Fitness
 - Certificate of Fitness Application
 - Certification of Fitness Company Renewal
 - Certification of Fitness Duplicate or Update
 - Submit a Certificate of Fitness Renewal
- ▶ Emergency Planning and Preparedness
- ▶ Design and Installation Application
- ▶ Cancellation Request
- ▶ Refund Request
- ▶ Record Linking

5. Click **Continue Application** to begin your application.

Certificate Type

Select the COF you are applying:

*Type of Certificate: --Select--

* Are you applying for a test: Yes No

If you are NOT applying for AIP or if you are applying for a COF exam, click "Yes".

If you are applying for AIP, click "No"

6. After filling in all required information, when you are in “Step 3: Supporting Documents”, you must upload the required documents indicated in the Notice of Exam.

Note:

For the AIP applicants, you must upload all documents listed in the AIP application form.

For N85/Z89/F80/S56/Z51/S98 applicants, you must upload all documents listed on the following webpage:

<https://www1.nyc.gov/site/fdny/business/all-certifications/cof-online-scheduler.page>

7. After submitting the payment. Payment confirmation will be sent to the email entered when making your payment.

- **Exam applicants:** you can bring this email to the FDNY Headquarters to take the exam.
- **Applicants applying for AIP or additional COF cards:** Your COF will be mailed to you after FDNY’s approval.

8. Any other questions? Read the [“Certificates of Fitness Guide for Individuals”](#) (PDF).

<https://www1.nyc.gov/assets/fdny/downloads/pdf/business/fdny-business-cof-individuals.pdf>