



APPLY AND PAY ON-LINE!

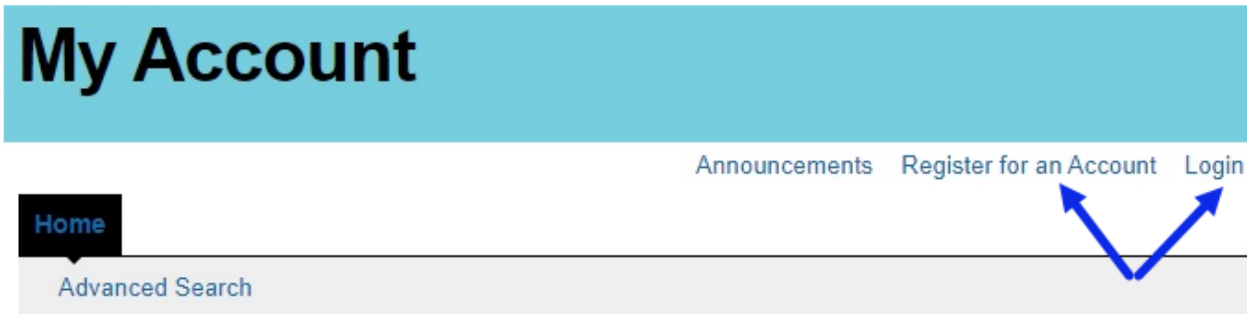
Online application is required for all Certificate of Fitness Applicants.

Visit <http://fires.fdnyccloud.org>.

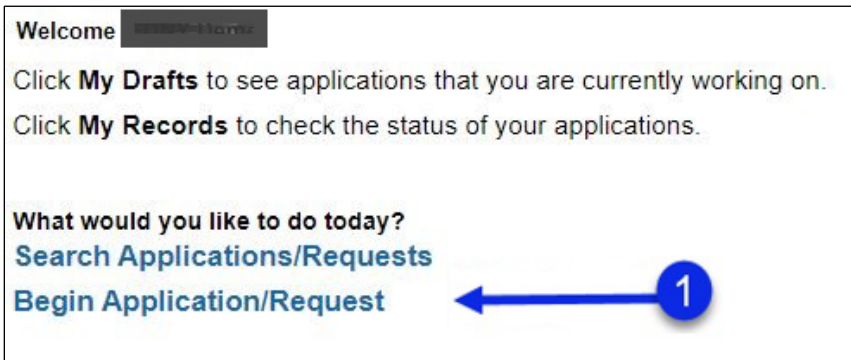
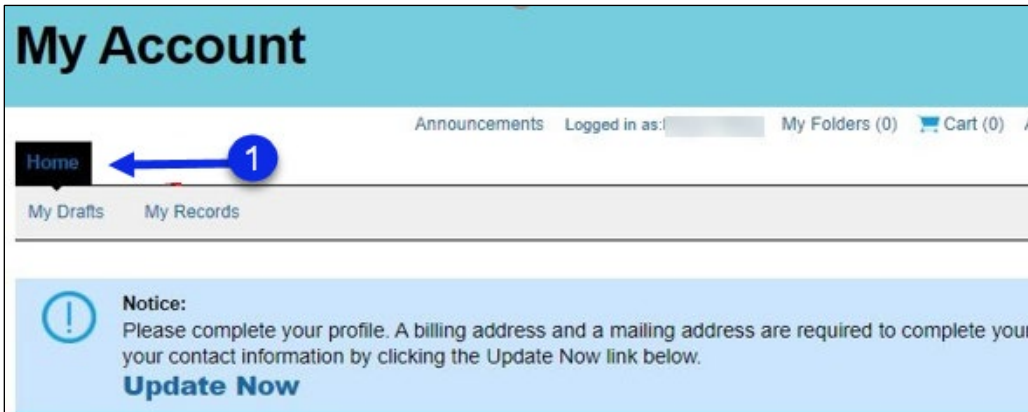
This pdf can help you to complete the application.



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



2. If this is your FIRST-TIME logging in, you will be asked to update your contact information. Click **HOME** and then **Begin Application/Request**.



3. Select **Certificate of Fitness** 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

4. 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"

5. After filling in all required information, you will see “Step 3: Supporting Documents”, you can upload documents required for your exam.

Note:

For AIP/N85/Z89/F80/S56/Z51/S98 applicants, you must upload all documents listed on the Notice of Exam or AIP specific information.

- After submitting payment, you will receive *2 emails* at the email entered when making your payment. One email will be from **FDNY Business** with a record number that starts with the current year, the other will be from **CityPay**.

Exam applicants: you MUST 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.

6. 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>