## DOB NOW: *Build* How to Allow Pop-Up Blockers in Chrome

## **1: If payment confirmation stalls**

When paying your filing fees this screen may appear. Most likely your browser is blocking the site. To make this a trusted site follow the below steps.

#### Payment Confirmation

Please note that the following data cannot be changed after the payment has been made on this filing:

- Owner Information
- Category of Work
- Is this a Build it Back Job?

Are you sure you want to make a payment now for \$40.00 ?

Please Wait... ① Please do not click Back or Forward buttons while payment is in progress!

### 2: Menu Bar

a) Click the **Pop-up blocker icon** in your menu bar



## 3: Final Step: Pop-up Window

- a) Click the circle next to "Always allow pop-ups from (the DOB NOW site)."
- b) Click **Done.** You may need to refresh your browser and restart the payment process for the change to take effect.

The following pop-ups were blocked on this page: http://10.155.27.164:9000/citypay/retail/drocessPreparedRet	ail?cartKey=CPY10003097
<ul> <li>Always allow pop-ups from http://mstwva-dobcrm03.building</li> <li>Continue blocking pop-ups</li> </ul>	gs.nycnet:8085
Manage pop-up blocking	b Done





## DOB NOW: *Build* How to Allow Pop-Up Blockers in IE9 +

## **1: If payment confirmation stalls**

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#### Payment Confirmation

Please note that the following data cannot be changed after the payment has been made on this filing:

- Owner Information
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  - Is this a Build it Back Job?

Are you sure you want to make a payment now for \$40.00 ?

#### Please Wait... Please do not click Back or Forward buttons while payment is in progress!

### 2: Gear Menu

- a) Click the **gear icon** in the upper right hand corner of the screen
- b) Click Internet Options



## **3: Internet Options Window**

- a) Click Trusted Sites
- b) Click Sites







## DOB NOW: *Build* How to Allow Pop-Up Blockers in IE9 +

Trusted sites	
You can add and remove websites from this zone. All websites in this zone will use the zone's security settings.	
Add this website to the zone:	
http://mstwva-dobcrm03.buildings.nycnet Add	
Websites:	
Remove	
Require server verification (https:) for all sites in this zone	
b Close	

### 4: Trusted Sites Menu

- a) Click **OK**
- b) Click **Close**

Internet Options	
General Security Privacy Content Connections Programs Advanced	
Select a zone to view or change security settings.	
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Internet Local intranet Trusted sites Restricted	
Trusted sites	
This zone contains websites that you Trust not to damage your computer or your files.	
Security level for this zone	
Allowed levels for this zone: All	
Medium     Prompts before downloading potentially unsafe     content     Unsigned ActiveX controls will not be downloaded	
Enable Protected Mode (requires restarting Internet Explorer)	
Custom level Default level	
Reset all zones to default level	

# Buildings

## build safe live safe

7: Final Step

take effect.

a) Click **Close**. You may need to refresh your browser and restart the

payment process for the change to