

NYC Development Hub

Full-Service

Withdrawing an Application

November 13, 2013

1. Log into eFiling

Welcome to the NYC Development Hub

Login below for the following electronic filing functions:

Major Construction New Buildings Major Alterations Demolitions	Minor Construction Minor Alterations Hub <i>Full-Service</i> Hub <i>Self-Service</i> Signs
Electrical and Minor Plumbing All Electrical Work Limited Alteration Application	Manage Your Account Add License Type Add Sustainable Contractor Designation

Email Address:

Password:

Forgot your password?
[Click here to reset it!](#)

[Enroll for an Account.](#)

2. Choose Minor Construction

Major Construction New Buildings Major Alterations Demolitions <div style="text-align: right;">▲</div>	Minor Construction Minor Alterations Hub <i>Full-Service</i> Hub <i>Self-Service</i> Signs <div style="text-align: right;">▼</div>
Electrical and Minor Plumbing All Electrical Work Limited Alteration Application <div style="text-align: right;">▲</div>	Manage Your Account Add License Type Add Sustainable Contractor Designation <div style="text-align: right;">▲</div>

3. Scroll down to Other Job Applications And Hub *Full-Service* and check the box, "I agree to the terms above and select Electronically Submit Documents

Other Job Applications And Hub *Full-Service*
[hide](#)

[Read additional information](#)

Begin New Job Application

Manage Job Applications

Manage Address Book

By submitting documents online I certify that I am authorized to submit documents for the specified job and that I have in my possession all original documents.

I agree to the terms above.

Electronically Submit Documents *

4. Enter the job number and select Next

Job Search

Enter Job Number: Next >

Document Aging Policy

- Pending documents will be purged if not processed within 120 days
- Rejected documents will remain in the system for two weeks before being purged. This will give the applicant time to review rejected documents
- Jobs in the Hub *Self-Service* and Hub *Full-Service* program have 60 days to be fully completed and submitted to DOB for acceptance.

5. Scroll to the bottom of the page and select Withdraw

Pending Files for Review [\(show help\)](#)

Reminder: You can only remove documents that you uploaded. If you are the applicant of record, you can remove any document that has been uploaded for the filing. To regenerate electronic forms, use the "Electronic Forms" section above. If you need to modify PW1, PW1B, or EF1 data you will need to withdraw your job and refile.

No	Date Submitted	Document Name	Remove
1	10/28/2013	Form - EF1 - EFILING JOB APPLICATION COVER SHEET	Remove
2	10/28/2013	Form - PW1 - PLAN / WORK APPROVAL APPLICATION	Remove

Withdraw

Ready for Review