



## Supersede Letter

Effective March 6, 2023, supersede requests for DOB NOW: *Build* filings are submitted within DOB NOW and do not require completion of this letter except for requests to supersede the concrete testing lab on the TR2 and for requests for DOB NOW filings created prior to July 1, 2019. Refer to the [Supersede and Withdrawal Guide](#) for instructions. Only if applicable, upload this completed letter to [www.nyc.gov/dobhelp](http://www.nyc.gov/dobhelp).

Date: \_\_\_\_\_

DOB NOW: *Build* Job Filing Number(s): \_\_\_\_\_  
(ex. M00123456-11)

Property Address including Borough: \_\_\_\_\_

Role of stakeholder being superseded: \_\_\_\_\_  
(ex. PW1 Applicant, Concrete Testing Lab, Owner, etc.)

<p><b>Current Stakeholder:</b></p> <p>Name: _____</p> <p>Email: _____</p> <p>License/Registration #: _____</p>	<p><b>New Stakeholder (being superseded by):</b></p> <p>Name: _____</p> <p>Email: _____</p> <p>License/Registration #: _____</p> <p>Signature: _____</p>
<p><b>Owner:</b></p> <p>Name: _____</p> <p>Signature: _____</p> <p>Notary Stamp &amp; Signature (if no professional seal at right):</p>	<p>Professional Seal (if applicable):</p>

Submission of this letter does not constitute acceptance by the Department of Buildings until DOB NOW reflects the requested change.