


# INDUSTRY PORTAL STEP-BY-STEP GUIDE

## How to File an Electric Energy Storage Equipment Job Filing

The following Step-by-Step Guide will outline the steps applicable to completing an Electric Energy Storage Equipment (EESSE) Job Filing in DOB NOW: *Build*.

### HELPFUL LINKS

[YouTube.com/DOBNOW](https://www.youtube.com/DOBNOW) 

[NYC.gov/DOBNOWINFO](https://www.nyc.gov/DOBNOWINFO) 

[NYC.gov/DOBNOWHELP](https://www.nyc.gov/DOBNOWHELP) 



@NYCBuildings

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## Overview

This step-by-step guide will provide applicants with a systematic understanding of how to complete a General Construction/Electric Energy Storage Equipment (EESE) Job Filing in DOB NOW: *Build*.

The DOB NOW: *Build* system is an all-inclusive, integrated system for Job Filings, permits, and submitting requests. DOB NOW: *Build* is a one-stop-shop (System).

## **Requirements**

- EESE filings must be Alteration Job Type.
- EESE will be a new subcategory under the General Construction Work Type. All of the steps required to file a General Construction job apply to EESE Jobs.
- Applicants who install Electric Energy Storage Equipment are entitled to deduct the filing costs of the work from their Property Tax. To enable that, a new Tax Abatement tab will collect information about such filing costs (including costs from related Job Filings). The information will be forwarded to the NYC Department of Finance once the Job Filing is completed.
- In order to get a Permit for EESE Job Filings, there must be at least one Electrical (EL) Job filing identified as a Related Job on the PW1 tab.
  - The EL Job Filing must have Sustainable Energy Installs as a Category of Work and Sustainable Type as Photo Voltaic in the Electrical Scope of Work.
  - The EL Permit for the Sustainable Energy install job must be issued before the Solar Work Permit will be issued.
  - LOC can be requested only after all the permits related to the Job Filing, including the EL Permit, are signed off.

## SYSTEM GUIDELINES

1. Fields with a red asterisk (\*) are required and must be completed.
2. Grayed-out fields are Read-Only or are auto-populated by the system.
3. Depending on the size of your screen or browser you may have to use the scroll bar to view more options or full fields.

The screenshot displays a web form for filing representative information. At the top, there are three input fields: 'Email\*' (with a red asterisk and a red box around it, labeled '1'), 'Applicant Type\*' (a dropdown menu with 'Select:' and a red box around it, labeled '2'), and 'Last Name' (a grayed-out field with a red box around it, labeled '2'). Below these is a section titled 'Filing Representative Information' with a '+ Add Representative' button. A table lists one representative with columns for First Name, Last Name, Email, Business Name, Business Telephone, and Action. Below the table is a horizontal scrollbar (labeled '3') and pagination controls showing 'Total Items: 1', '1 / 1', and '5 Items Per Page'.



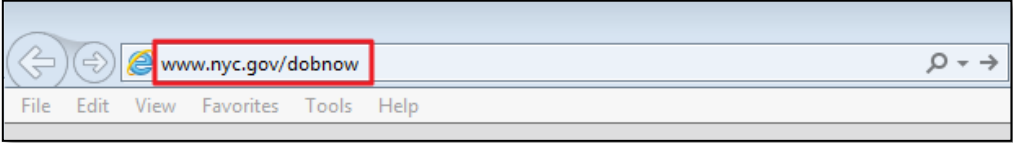
First Name	Last Name	Email	Business Name	Business Telephone	Action
ADAM	JOE2	AJOETEST2@GMAIL.COM	AJ2	(201) 222-3333	


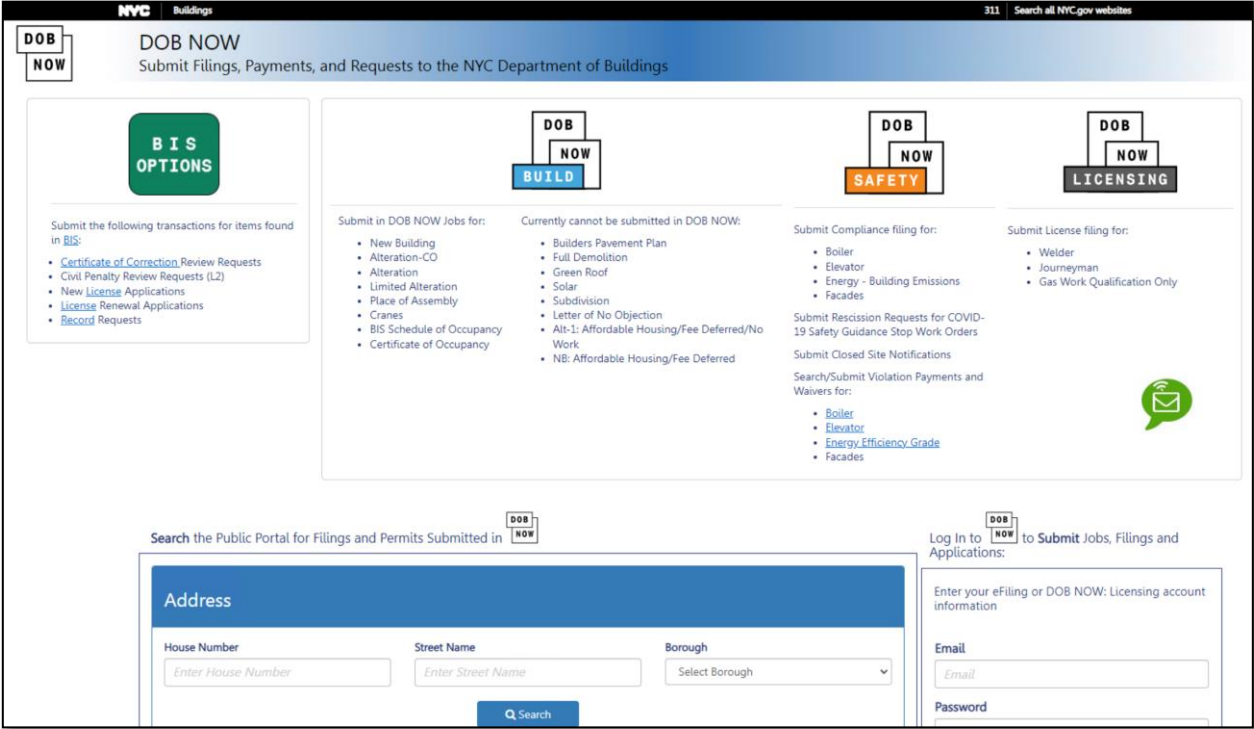
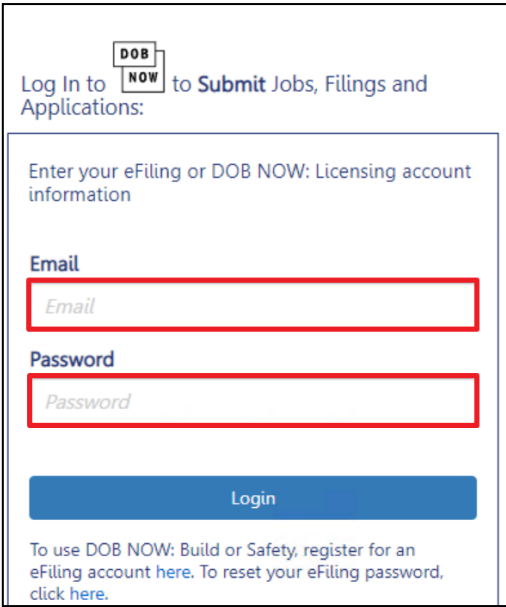
## ADDITIONAL HELP & INFORMATION

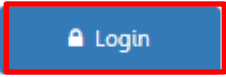
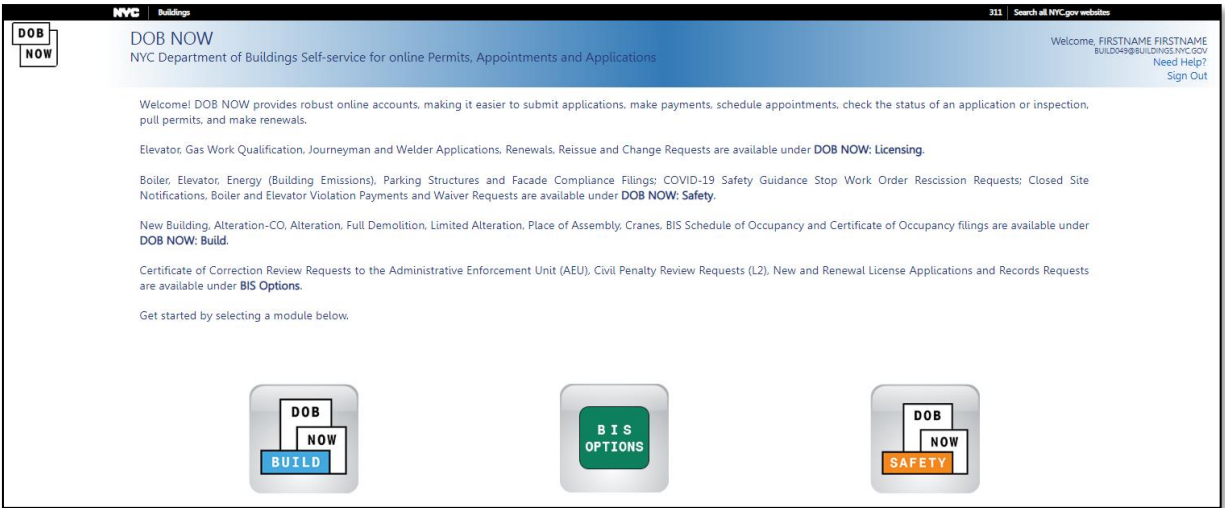
1. Video Tutorials: DOB NOW YouTube Channel: <https://www.youtube.com/user/NYCBUILDINGS>
2. Presentations & Sessions: <https://www1.nyc.gov/site/buildings/industry/dob-now-training.page>

## Log into DOB NOW: Build

Follow the steps below to access DOB NOW: *Build* and initiate an EESE Job Filing.


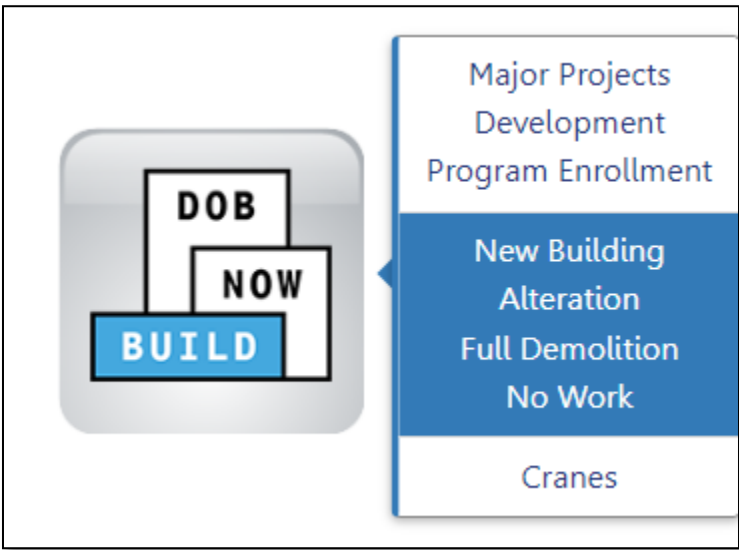
Step	Action
	<p><b>Note</b> In order to log in to DOB NOW, you must be registered for eFiling.</p> <p>Additionally, DOB recommends that you turn off pop-up blockers to successfully navigate within DOB NOW.</p> <p>For Step-by-Step instructions, please submit a question to <a href="http://www.nyc.gov/dobnowhelp">www.nyc.gov/dobnowhelp</a> or refer to the following links:</p> <ul style="list-style-type: none"> <li>■ How to Register for eFiling: <a href="https://www1.nyc.gov/assets/Buildings/pdf/registration_tip_owners.pdf">https://www1.nyc.gov/assets/Buildings/pdf/registration_tip_owners.pdf</a></li> <li>■ How to Turn Off Pop-up Blockers: <a href="https://www1.nyc.gov/assets/Buildings/pdf/allow_pop-up_blockers.pdf">https://www1.nyc.gov/assets/Buildings/pdf/allow_pop-up_blockers.pdf</a></li> </ul>
<p>1.</p>	<p>Access the Internet.</p> 
<p>2.</p>	<p>Enter <a href="http://www.nyc.gov/dobnow">www.nyc.gov/dobnow</a> in the URL field at the top of the browser window.</p> 
<p>3.</p>	<p>Press <b>Enter</b> on your keyboard.</p>

Step	Action
	<p>The DOB Login page displays.</p> 
<p>4.</p>	<p>Enter your <b>Email</b> and <b>Password</b>.</p> 

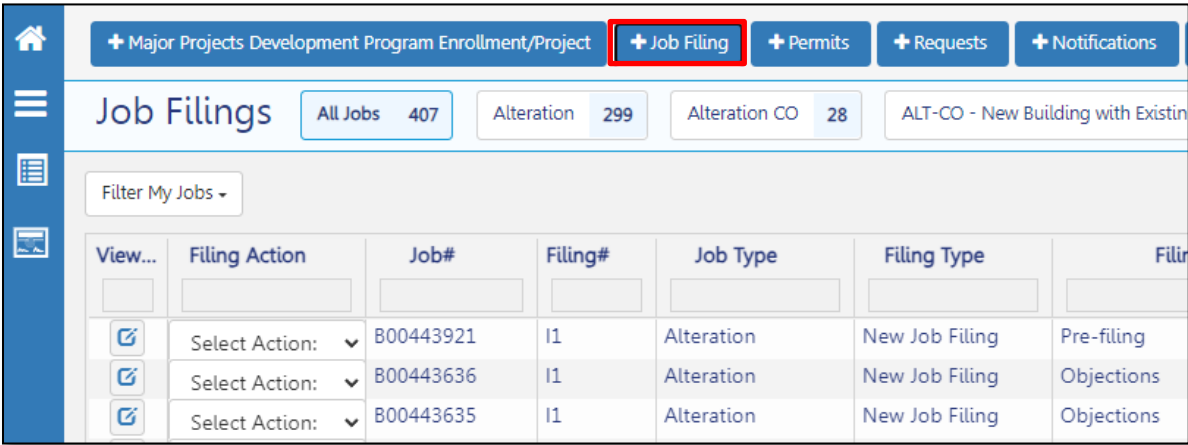
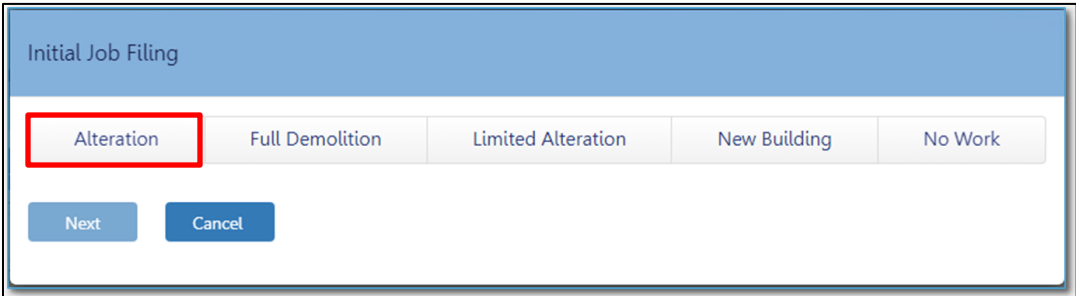
Step	Action
5.	<p>Click <b>Login</b>.</p> <div data-bbox="310 363 878 611" style="border: 1px solid black; padding: 10px; margin: 10px auto; width: fit-content;">  <p data-bbox="326 516 846 596">To use DOB NOW: Build or Safety, register for an eFiling account <a href="#">here</a>. To reset your eFiling password, <a href="#">click here</a>.</p> </div>
6.	<p>The DOB NOW Welcome page displays.</p> <div data-bbox="310 730 1528 1234" style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 90%;">  </div>
<p>You are now logged into DOB NOW.</p> <p>Continue to the <b>How to File an EESE Job Filing in DOB NOW: <i>Build</i></b> step by step.</p>	

## How to File an EESE Job Filing in DOB NOW: *Build*

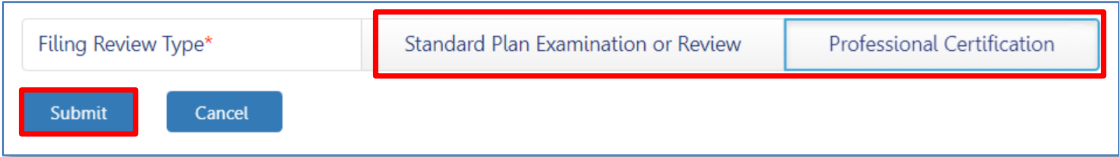
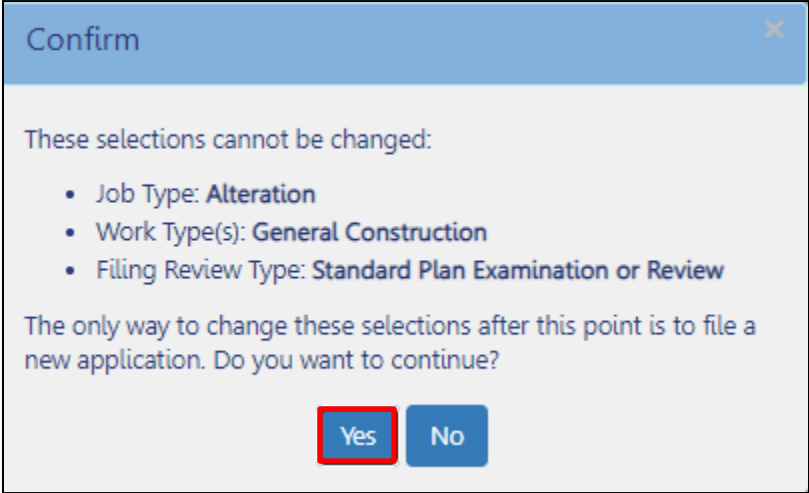
Follow the steps below to create and file an EESE Job Filing:

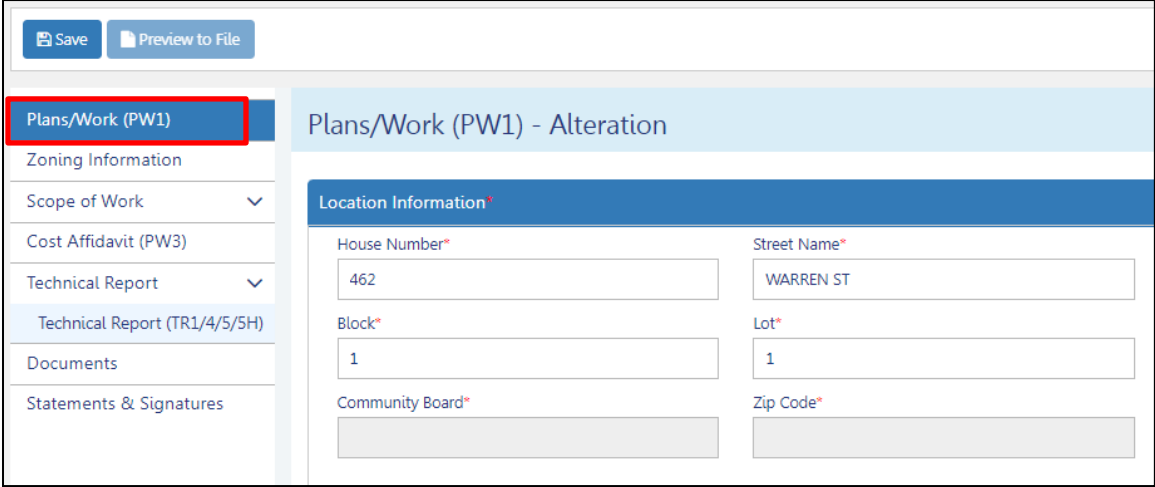
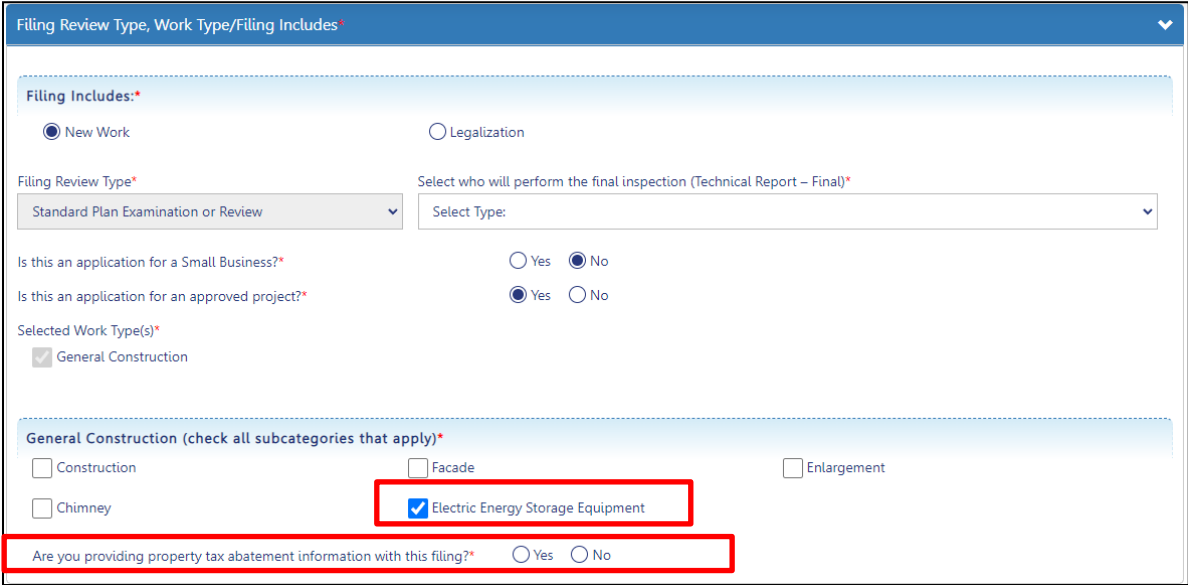
Step	Action
1.	<p>From within the DOB NOW Public Portal main dashboard, click on <b>DOB NOW BUILD</b>.</p> 
2.	<p>Then click on the <b>New Building / Alteration / Full Demolition / No Work</b> option.</p> 

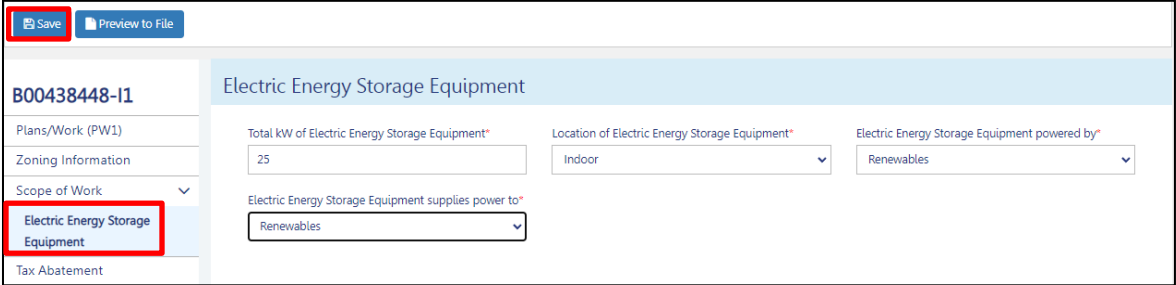


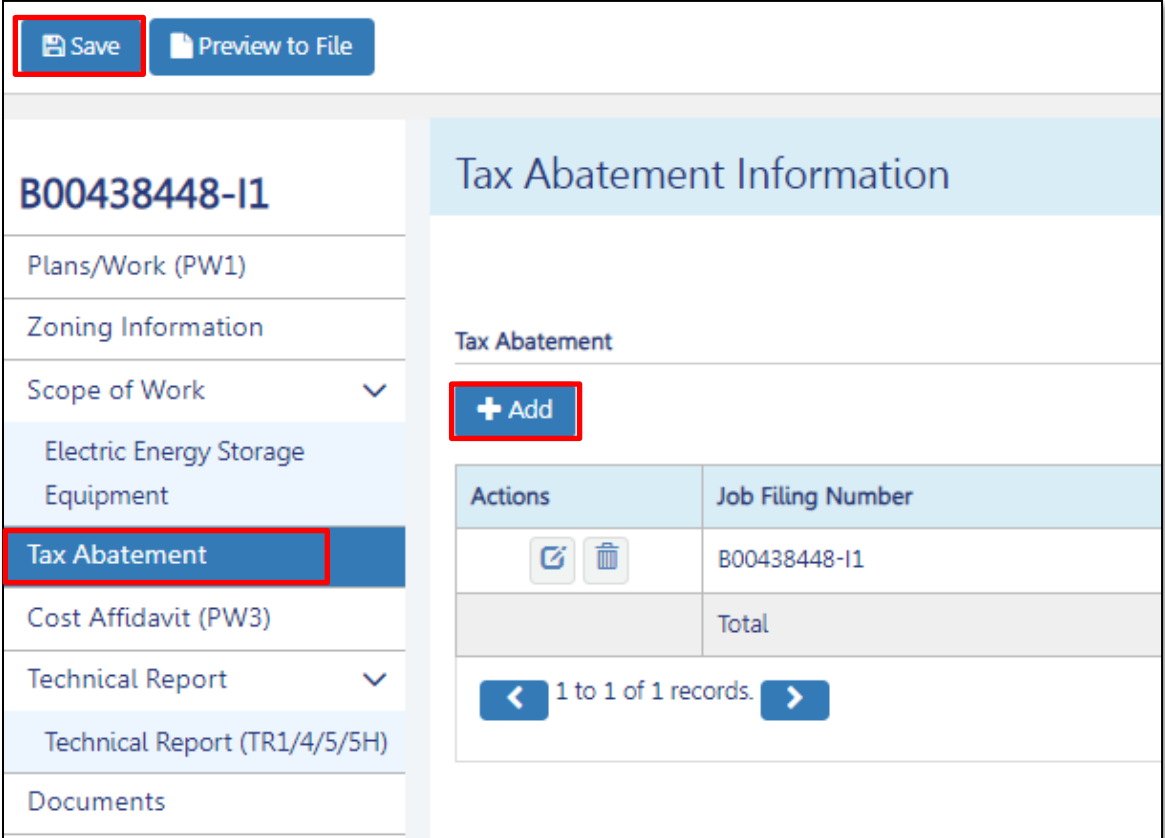

Step	Action																												
3.	<p>On the main dashboard click the <b>+Job Filing</b> button.</p>  <p>The screenshot shows a dashboard with navigation buttons: '+ Major Projects Development Program Enrollment/Project', '+ Job Filing' (highlighted), '+ Permits', '+ Requests', and '+ Notifications'. Below these is a 'Job Filings' section with filters for 'All Jobs 407', 'Alteration 299', and 'Alteration CO 28'. A table lists job entries:</p> <table border="1" data-bbox="402 583 1502 793"> <thead> <tr> <th>View...</th> <th>Filing Action</th> <th>Job#</th> <th>Filing#</th> <th>Job Type</th> <th>Filing Type</th> <th>Filing</th> </tr> </thead> <tbody> <tr> <td></td> <td>Select Action: ▾</td> <td>B00443921</td> <td>I1</td> <td>Alteration</td> <td>New Job Filing</td> <td>Pre-filing</td> </tr> <tr> <td></td> <td>Select Action: ▾</td> <td>B00443636</td> <td>I1</td> <td>Alteration</td> <td>New Job Filing</td> <td>Objections</td> </tr> <tr> <td></td> <td>Select Action: ▾</td> <td>B00443635</td> <td>I1</td> <td>Alteration</td> <td>New Job Filing</td> <td>Objections</td> </tr> </tbody> </table>	View...	Filing Action	Job#	Filing#	Job Type	Filing Type	Filing		Select Action: ▾	B00443921	I1	Alteration	New Job Filing	Pre-filing		Select Action: ▾	B00443636	I1	Alteration	New Job Filing	Objections		Select Action: ▾	B00443635	I1	Alteration	New Job Filing	Objections
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4.	<p>The The Initial Job Filing screen will now open.</p> <p>Select <b>Alteration</b> from within the Initial Job Filing screen. After selecting Alteration, additional questions will appear below.</p>  <p>The screenshot shows the 'Initial Job Filing' screen with a row of buttons: 'Alteration' (highlighted), 'Full Demolition', 'Limited Alteration', 'New Building', and 'No Work'. Below these are 'Next' and 'Cancel' buttons.</p>																												

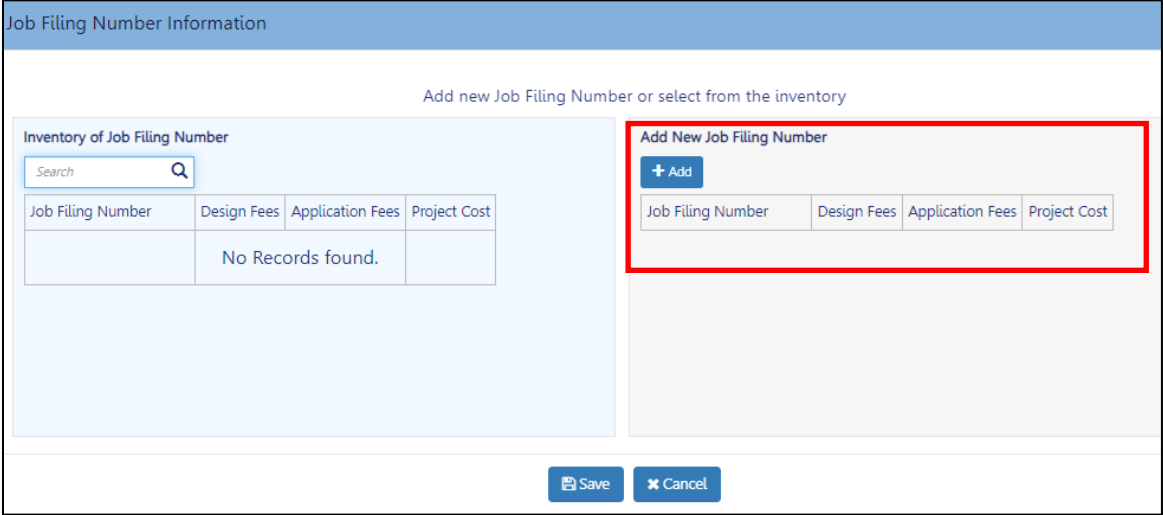
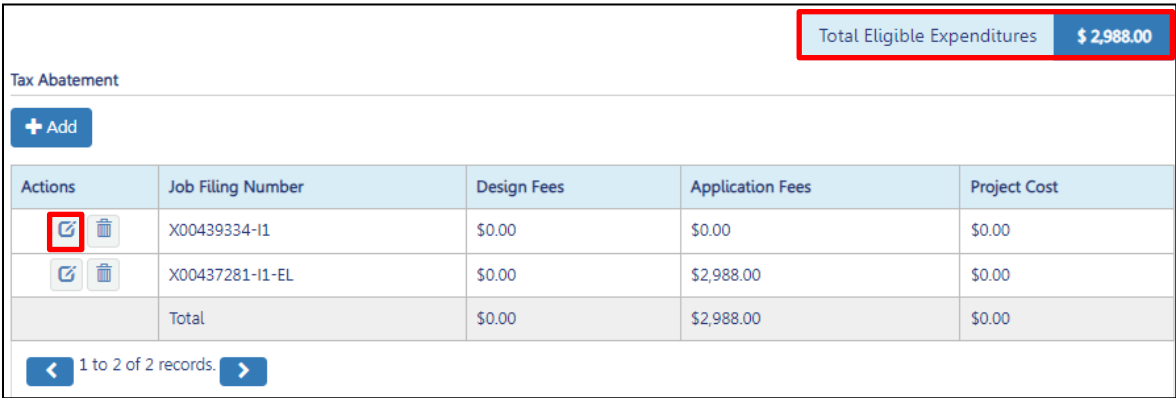
Step	Action																					
5.	<p>Select appropriate answers for each question to file as <b>Alteration</b> job filing. For this exercise, please answer No to each of the questions.</p> <div data-bbox="321 401 1328 1031" style="border: 1px solid black; padding: 10px;"> <p><b>Initial Job Filing</b></p> <p>Alteration    Full Demolition    Limited Alteration    New Building    No Work</p> <p>If this filing is related to another DOB NOW filing, create a subsequent instead of a new job. To create a subsequent filing, select Cancel; then Search by BIN or job number for the related I1 filing (in any status except LOC or CO Issued). From the Filing Action column, select Subsequent.</p> <table border="1"> <tr> <td>Alteration required to meet New Building requirements?*</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Alteration is inconsistent with the current Certificate of Occupancy?*</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Alteration in occupancy or use?*</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Alteration is a major change to exits?*</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Alteration in number of stories?*</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Is this an application for a Small Business (employs fewer than 100 persons)?*</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Is this an application for an approved project under the Major Projects Development Program (MPP)?*</td> <td>Yes</td> <td>No</td> </tr> </table> </div>	Alteration required to meet New Building requirements?*	Yes	No	Alteration is inconsistent with the current Certificate of Occupancy?*	Yes	No	Alteration in occupancy or use?*	Yes	No	Alteration is a major change to exits?*	Yes	No	Alteration in number of stories?*	Yes	No	Is this an application for a Small Business (employs fewer than 100 persons)?*	Yes	No	Is this an application for an approved project under the Major Projects Development Program (MPP)?*	Yes	No
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6.	<p>Scroll down to the <b>Work Types</b> section and select <b>General Construction</b></p> <div data-bbox="321 1142 1479 1625" style="border: 1px solid black; padding: 10px;"> <p>Select Work Type(s):* <span style="float: right;">Job Type: <b>Alteration</b></span></p> <table border="1"> <tr> <td>Antenna</td> <td>Boiler Equipment</td> <td>Construction Fence</td> </tr> <tr> <td>Curb Cut</td> <td>Earthwork</td> <td>Electrical</td> </tr> <tr> <td>Elevators</td> <td>Foundation</td> <td><b>General Construction</b></td> </tr> <tr> <td></td> <td></td> <td>Mechanical Systems</td> </tr> <tr> <td>Plumbing</td> <td>Protection and Mechanical Methods</td> <td>Sidewalk Shed</td> </tr> <tr> <td>Sign</td> <td>Sprinklers</td> <td>Standpipe</td> </tr> <tr> <td>Structural</td> <td>Support of Excavation</td> <td>Supported Scaffold</td> </tr> </table> </div>	Antenna	Boiler Equipment	Construction Fence	Curb Cut	Earthwork	Electrical	Elevators	Foundation	<b>General Construction</b>			Mechanical Systems	Plumbing	Protection and Mechanical Methods	Sidewalk Shed	Sign	Sprinklers	Standpipe	Structural	Support of Excavation	Supported Scaffold
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Step	Action
7.	<p>Select the Filing Review Type, and then click <b>Submit</b>.</p> 
8.	<p>After clicking Submit, you will be presented with a confirmation dialogue.</p> <p>This confirmation dialogue will provide an opportunity to review the Job Type, Work Type, and Filing Review Type prior to submission.</p> <p>Review the selections within the dialogue and click <b>Yes</b> to proceed.</p> <p><i>Note: You may select <b>No</b> to go back and make any necessary corrections.</i></p> 

Step	Action
9.	<p>You will now be on the <b>PW1</b> tab.</p> <p>The majority of the Job Filing will be identical to standard General Construction Job Filings. The next sections of this guide will show the new features for EESE.</p> 
10.	<p>There is only one difference on the PW1 Tab between EESE and other types of General Construction Job Filings. Under the <b>Filing Review Type, Work Type/Filing Includes</b> section, once you check the box for <b>Electric Energy Storage Equipment</b>, you will be asked, “<b>Are you providing property tax abatement information with this filing?</b>”</p> 

Step	Action
11.	<p>Under the Scope of Work tab is a new section you will now need to fill in all of the necessary information for the <b>Electric Energy Storage Equipment</b> tab:</p> <ul style="list-style-type: none"> <li>▪ <b>Total kW of Electric Energy Storage Equipment</b> – Fill in the Total Kilowatt Hours the system can store?</li> <li>▪ <b>Location of Electric Energy Storage Equipment</b> – Where will the EESE be stored?</li> <li>▪ <b>Electric Energy Storage Equipment powered by</b> – What will power the EESE?</li> <li>▪ <b>Electric Energy Storage Equipment supplies power to</b> – What will EESE provide power to?</li> </ul> <p>Click <b>Save</b>.</p> 

Step	Action																				
12.	<p>A new Tax Abatement tab will appear if the Applicant selects “Yes” to the PW1 question “Are you providing property tax abatement information with this filing?”</p>  <p><b>B00438448-I1</b></p> <p>Plans/Work (PW1)</p> <p>Zoning Information</p> <p>Scope of Work <span>▼</span></p> <ul style="list-style-type: none"> <li>Electric Energy Storage Equipment</li> <li><b>Tax Abatement</b></li> <li>Cost Affidavit (PW3)</li> </ul> <p>Technical Report <span>▼</span></p> <ul style="list-style-type: none"> <li>Technical Report (TR1/4/5/5H)</li> </ul> <p>Documents</p> <p><b>Tax Abatement Information</b></p> <p>Tax Abatement</p> <p><b>+ Add</b></p> <table border="1"> <thead> <tr> <th>Actions</th> <th>Job Filing Number</th> </tr> </thead> <tbody> <tr> <td> </td> <td>B00438448-I1</td> </tr> <tr> <td colspan="2">Total</td> </tr> </tbody> </table> <p>&lt; 1 to 1 of 1 records. &gt;</p>	Actions	Job Filing Number		B00438448-I1	Total															
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Total																					
13.	<p>By default, the current Job Filing and the associated Electrical (EL) job filing from the PW1 tab will display in the Tax Abatement section of the tab for users to specify costs. (<b>NOTE: Electrical Job Filings will have the suffix EL.</b>)</p> <p>Click <b>+Add</b> to specify costs associated with other related Job Filings.</p>  <p>Tax Abatement</p> <p><b>+ Add</b></p> <table border="1"> <thead> <tr> <th>Actions</th> <th>Job Filing Number</th> <th>Design Fees</th> <th>Application Fees</th> <th>Project Cost</th> </tr> </thead> <tbody> <tr> <td> </td> <td>X00439334-I1</td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> </tr> <tr> <td> </td> <td>X00437281-I1-EL</td> <td>\$0.00</td> <td>\$2,988.00</td> <td>\$0.00</td> </tr> <tr> <td colspan="2">Total</td> <td>\$0.00</td> <td>\$2,988.00</td> <td>\$0.00</td> </tr> </tbody> </table> <p>&lt; 1 to 2 of 2 records. &gt;</p>	Actions	Job Filing Number	Design Fees	Application Fees	Project Cost		X00439334-I1	\$0.00	\$0.00	\$0.00		X00437281-I1-EL	\$0.00	\$2,988.00	\$0.00	Total		\$0.00	\$2,988.00	\$0.00
Actions	Job Filing Number	Design Fees	Application Fees	Project Cost																	
	X00439334-I1	\$0.00	\$0.00	\$0.00																	
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Total		\$0.00	\$2,988.00	\$0.00																	

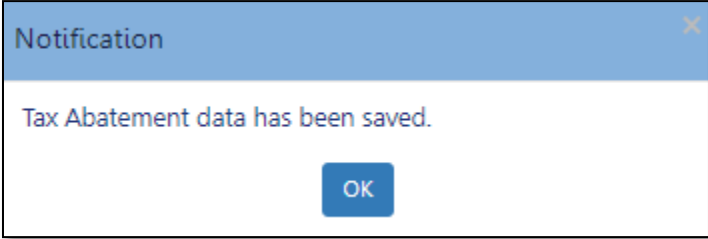
Step	Action
14.	<p>The left side of the window will display related Job Filings entered into the PW1 (if any).                      Enter additional Job Filings by clicking <b>+Add</b> on the right.                      Enter the <b>Job Filing Number</b> into the box and then enter or update the <b>Design Fees, Application Fees and Project Cost</b>.                      Click <b>Save</b>.</p> 
15.	<p>Associated fees may also be entered or edited in the table by clicking the <b>Edit</b> button.                      Once you have entered the data, the Edit button will become a <b>Save</b> button to record your answers.  <b>Total Eligible Expenditures</b> will display in the upper right corner.</p> 

Step	Action										
16.	<p>Further down on the <b>Tax Abatement</b> tab you can add in any Grant information for the filing simply by clicking <b>+Add</b> to enter data about grants funding the work.</p> <p>Grant amounts will be subtracted from the Total Eligible Expenditures.</p> <div data-bbox="321 453 1466 678" style="border: 1px solid black; padding: 5px;"> <p>Grant Information</p> <div style="border: 1px solid gray; padding: 2px; margin-bottom: 5px;"> <span style="border: 1px solid red; padding: 2px;">+ Add</span> </div> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Actions</th> <th style="width: 30%;">Grant Name</th> <th style="width: 30%;">Issuing Organization</th> <th style="width: 10%;">Issuing Date</th> <th style="width: 10%;">Grant Amount</th> </tr> </thead> <tbody> <tr> <td style="height: 20px;"><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </tbody> </table> </div>	Actions	Grant Name	Issuing Organization	Issuing Date	Grant Amount	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>							



Step	Action															
17.	<p>Fill in all of the necessary information for the <b>Grant Information</b> window:</p> <ul style="list-style-type: none"> <li>▪ Grant Name</li> <li>▪ Issuing Organization</li> <li>▪ Issuing Date</li> <li>▪ Grant Amount</li> </ul> <p>Click <b>Save</b>.</p> <div data-bbox="321 575 1089 1476" style="border: 1px solid black; padding: 10px;"> <p><b>Grant Information</b></p> <p>Grant Name</p> <div style="border: 1px solid gray; padding: 5px;">Electrical Energy Storage Equipment for All</div> <p>212 characters remaining</p> <p>Issuing Organization</p> <div style="border: 1px solid gray; padding: 5px;">EESE 4 Everyone</div> <p>240 characters remaining</p> <p>Issuing Date</p> <div style="border: 1px solid gray; padding: 5px;">06/01/2023</div> <p>Grant Amount</p> <div style="border: 1px solid gray; padding: 5px;">\$1,000</div> <div style="text-align: right; margin-top: 10px;"> <span style="border: 2px solid red; padding: 2px 5px;">Save</span> <span style="padding: 2px 5px;">Cancel</span> </div> </div>															
18.	<p>To edit Grant information, click the <b>Edit</b> button.</p> <div data-bbox="321 1598 1484 1824" style="border: 1px solid black; padding: 10px;"> <p><span style="background-color: #4a86e8; color: white; padding: 2px 5px; border-radius: 3px;">+ Add</span></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Actions</th> <th style="width: 30%;">Grant Name</th> <th style="width: 30%;">Issuing Organization</th> <th style="width: 10%;">Issuing Date</th> <th style="width: 10%;">Grant Amount</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"> <div style="border: 1px solid gray; width: 20px; height: 20px; margin: 0 auto;"></div> </td> <td style="text-align: center;"><div style="border: 1px solid gray; width: 100%; height: 20px;"></div></td> <td style="text-align: center;"><div style="border: 1px solid gray; width: 100%; height: 20px;"></div></td> <td style="text-align: center;"><div style="border: 1px solid gray; width: 100%; height: 20px;"></div></td> <td style="text-align: center;"><div style="border: 1px solid gray; width: 100%; height: 20px;"></div></td> </tr> <tr> <td style="text-align: center;"> <div style="border: 2px solid red; padding: 2px;"> <span style="font-size: 10px;">✎</span> </div> </td> <td>Electrical Energy Storage Equipment for All</td> <td>EESE 4 Everyone</td> <td>06/01/2023</td> <td>\$1,000.00</td> </tr> </tbody> </table> </div>	Actions	Grant Name	Issuing Organization	Issuing Date	Grant Amount	<div style="border: 1px solid gray; width: 20px; height: 20px; margin: 0 auto;"></div>	<div style="border: 1px solid gray; width: 100%; height: 20px;"></div>	<div style="border: 1px solid gray; width: 100%; height: 20px;"></div>	<div style="border: 1px solid gray; width: 100%; height: 20px;"></div>	<div style="border: 1px solid gray; width: 100%; height: 20px;"></div>	<div style="border: 2px solid red; padding: 2px;"> <span style="font-size: 10px;">✎</span> </div>	Electrical Energy Storage Equipment for All	EESE 4 Everyone	06/01/2023	\$1,000.00
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19.	<p>Under the <b>Total Expenditures</b> enter <b>Interest</b> and <b>Finance Charges</b>.</p> <p>Total Eligible Expenditures = Total Expenditures – (Interest + Finance Charges + Grant Total)</p> <div data-bbox="321 415 1463 684" style="border: 1px solid black; padding: 5px;"> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Total Expenditures</td> <td style="text-align: right;">\$ 16,750.00</td> </tr> <tr> <td>Interest</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Finance Charges</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Grant Total</td> <td style="text-align: right;">\$ 1000</td> </tr> <tr> <td><b>Total Eligible Expenditures</b></td> <td style="text-align: right; background-color: #0056b3; color: white;"><b>\$ 15,750.00</b></td> </tr> </table> </div>	Total Expenditures	\$ 16,750.00	Interest	\$	Finance Charges	\$	Grant Total	\$ 1000	<b>Total Eligible Expenditures</b>	<b>\$ 15,750.00</b>
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Grant Total	\$ 1000										
<b>Total Eligible Expenditures</b>	<b>\$ 15,750.00</b>										
20.	<p>Enter the <b>Placed in Service Date</b> once the work has been completed.</p> <p>The Owner must click the checkbox to <b>attest</b> to the information on the Tax Abatement Tab.</p> <p>Click <b>Save</b>.</p> <div data-bbox="321 909 1463 1661" style="border: 1px solid black; padding: 5px;"> <p><b>Owners Attestation*</b></p> <p>I, the applicant for property tax abatement as represented on this form in section 2 and by my signature below, certify and agree to the following:</p> <ol style="list-style-type: none"> <li>This building has not been previously represented as an eligible building under Title 4-C of the New York State Real Property Tax Law.</li> <li>None of the eligible electric energy storage equipment expenditures provided above includes interest or other finance charges, or any expenditure incurred using a federal, state or local grant.</li> <li>None of the eligible electric energy storage equipment expenditures provided above includes equipment excluded in §499-aaaa (10) and 1 RCNY 105-02.</li> <li>I agree to allow officials of the Department and any architect or engineer associated with this electric energy storage equipment property tax abatement project, to access the property and to inspect the electric energy storage equipment and any related structures and equipment at any time upon reasonable notification.</li> <li>I agree, in the event that the Department finds either non-compliance with the requirements of Title 4-C or any unsafe condition related to the electric energy storage equipment installation, to pay for the expenses of the Department for related inspection(s) and investigation, in accordance with 1 RCNY 105-02.</li> <li>I agree to maintain this electric energy storage equipment in service throughout the compliance period in such a manner that it continuously constitutes a electric energy storage equipment within the meaning of Title 4-C and 1 RCNY 105-02.</li> <li>I agree to provide any other information or certifications required by the Department pursuant to Title 4-C and 1 RCNY 105-02.</li> <li>No electric energy storage equipment expenditure listed herein was incurred before August 5, 2008; no electric energy storage equipment listed herein was incurred in connection with a electric energy storage equipment that generated electricity before August 5, 2008.</li> <li>EITHER I have provided the Department documentation, such as a preliminary contract, that I am coordinating with the electrical utility for electrical interconnection of my electric energy storage equipment OR I hereby state that this electric energy storage equipment will NOT be interconnected with the electrical grid.</li> <li>I agree that pursuant to 1 RCNY 105-02, within fifteen (15) calendar days prior to the end of the compliance period, I will have the architect or engineer involved in the installation and maintenance of the electric energy storage equipment inspect the electric energy storage equipment to certify its continuing compliance with Title 4-C, 1 RCNY 105-02 and applicable provisions of law and rules. The applicant of record shall prepare an inspection report and maintain it on file in accordance with applicable provisions of law and rules for review by the Department upon request. If the applicant of record finds that the electric energy storage equipment is not in compliance with Title 4-C, such applicant shall notify the Department on such forms and in such manner prescribed by the Department.</li> <li>I, the applicant for a tax abatement for the above-referenced premises whose name and signature appear below, hereby state that I am the owner, or represent the owner, of the subject premises; that I have thoroughly reviewed the approved construction documents for the job number identified in Section 3, this application and the information provided herein about me and/or the corporation or condominium I represent and the subject building and premises and state that all information I have provided is accurate and true; that the information and work provided on my behalf is accurate, true and in accordance with Title 4-C and 1 RCNY 105-02 to the best of my knowledge; that I fully agree to abide by all terms stated herein; and I hereby apply for the real property tax abatement offered by the City of New York in accordance with Title 4-C and 1 RCNY 105-02.</li> </ol> <p><input type="checkbox"/> I have personally reviewed all information entered in this application and on each of the documents listed herein. I understand and agree that by personally clicking on the box at left I am electronically signing each document listed herein and expressing my agreement with the Statements and Signatures terms for such documents and all other statements herein. I understand that this electronic signature shall have the same validity and effect as a signature affixed to each document and statement by hand.</p> <p>Name <input style="width: 150px;" type="text"/> Date <input style="width: 150px;" type="text"/></p> <p style="text-align: right;"><input type="button" value="Save"/></p> </div>										

Step	Action
21.	<p>Click <b>OK</b> to the Notificaton window.</p> 
22.	<p>The rest of the Job Filing is the same as any other Job Filing.                      The Tax Abatement tab may be edited without a fee at any point up to LOC.                      After LOC, the information on the Tax Abatement tab will be sent to DOF.</p>
<p>You have now completed the <b>How to File an EESE Job Filing in DOB NOW: <i>Build</i></b> step by step.</p>	