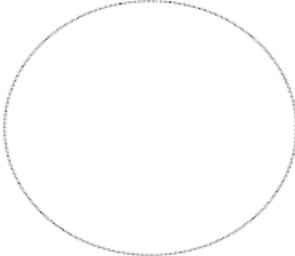


UPCOMING CHANGE

DPL-1 Form in DOB NOW: *Inspections*

Licensed Professionals are now required to use the **DPL-1** form for all DOB NOW: *Inspections* transactions needing the upload of a seal. The DPL-1 form can be found on the Department’s website at <http://www1.nyc.gov/assets/buildings/pdf/dpl1.pdf>.

NYC Buildings		Design Professional / Licensee Seal and Signature Form for DOB NOW (DPL-1 Form)	
1 Design Professional/Licensee Information			
Last Name		First Name	Middle Initial
Business Name		Business Telephone	
Business Address		Business Fax	
City	State	Zip	Mobile Telephone
E-Mail		License Number	
Choose one:	<input type="checkbox"/> Professional Engineer	<input type="checkbox"/> Registered Architect	<input type="checkbox"/> Registered Landscape Architect
	<input type="checkbox"/> Master Plumber	<input type="checkbox"/> Oil Burner Installer	<input type="checkbox"/> Electrical Contractor
	<input type="checkbox"/> Master Fire Suppression Contractor		
2 Design Professional/Licensee Seal and Signature Statement			
By personally sealing and signing this document and then submitting a scanned copy to the Department of Buildings, I intend for the image of this seal and signature to be used as my official professional seal and signature where I so indicate in electronic documents to be submitted to the Department of Buildings.			
Name (printed)		Date	
			
Affix seal and signature in accordance with all regulations applicable when applying signature and seal to official documents filed with the Department of Buildings. For raised seals, please lightly shade with pencil so that the seal clearly appears in the scanned copy			

NOTE: For raised seals, please lightly shade with pencil so the seal is clearly visible in the scanned copy.

Once completed and saved to your computer, you may begin uploading the DPL-1 form as your seal in DOB NOW: *Inspections*. When uploading, you **must** select the **LMP/FSC/OB License Seal** in Document Type.

Post Until: December 31, 2017