

SERVICE UPDATE

NEW REQUIREMENT: Place of Assembly Inspection Requests for Emergency Lighting Documents to be Uploaded in DOB NOW: *Inspections*

Beginning January 16, 2018, the Electrician’s Emergency Lighting Letter and the Emergency Lighting (TR1) must be uploaded in DOB NOW: *Inspections* at www.nyc.gov/inspections to request a Place of Assembly inspection.

In the job record, DOB NOW: *Inspections* users will need to select the appropriate document type and upload each document. The system will then allow for a Place of Assembly inspection request.

▼ **Attachments**

Please review attachments related to this Record below.

- Click the 'Upload Attachment' button to upload additional or supporting attachments for this Record.
- Click the 'Actions' button to view attachment details for this Record.

Name	Entity Type	Type	Size	Description	Upload Date	Action
Test.txt	Record	Electricians Emergency Lighting Letter	4 bytes		12/20/2017	Actions ▼
Test 2.txt	Record	Emergency Lighting (TR1)	4 bytes		12/20/2017	Actions ▼
Inspection Request Received from T...- 1513793492288.eml	Record	External Communications	4.13 KB		12/20/2017	Actions ▼

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* Type: ?

- Select--
- Additional Supporting Documentation
- Electricians Emergency Lighting Letter
Emergency Lighting (TR1)
- Flame Spread Letter
- PW1
- Smoke Alarm/Smoke Detector Document

Additional instructions and manuals can be found on the DOB NOW: *Inspections* Resources page at <http://www1.nyc.gov/site/buildings/industry/dob-now-inspection-resources.page>.

Please contact www.nyc.gov/dobnowhelp with questions or for further information related to DOB NOW.

POST UNTIL: December 31, 2018