

SERVICE UPDATE

UPK Projects: Construction, Plumbing, Electrical, Elevator and Boiler Inspections

The Department of Buildings has created a dedicated inspection-request process for property owners participating in the City's UPK program.

Plumbing Inspections: Schedule a plumbing inspection appointment by calling (212) 393-2550. You will be given a confirmation number which must then be included in your email to UPKinspections@buildings.nyc.gov along with the following information:

- **Subject Line:** Type of inspection requested (i.e. plumbing)
- **Body of the Email:**
 - Contact information (contact person, company name, phone number, email address);
 - Location information (borough, job address, BIN);
 - Job number;
 - DOB Confirmation number

Construction and Electrical Inspections: Email construction or electrical inspection requests to UPKinspections@buildings.nyc.gov. This email should include the following information:

- **Subject Line:** Type of inspection requested (i.e. construction, electrical, etc.)
- **Body of the Email:**
 - Contact information (contact person, company name, phone number, email address);
 - Location information (borough, job address, BIN); and
 - Job number or electrical application number.

Boiler and Elevator Inspections: Submit an online inspection request using the [Boiler Appointment Form](#) or [Elevator Appointment Form](#); type **UPK** in the comments section of the online form. Email UPKinspections@buildings.nyc.gov with the following information:

- **Subject Line:** Type of inspection requested (i.e. boiler, elevator)
- **Body of the Email:**
 - Contact information (contact person, company name, phone number, email address);
 - Location information (borough, job address, BIN); and
 - Application number.

Inspection Request Email Confirmations: Within two days of receipt of an inspection request, the Department will email an appointment confirmation.

POST UNTIL: December 31, 2015

Bill de Blasio, Mayor
Rick D. Chandler, P.E., Commissioner

upkinspections@buildings.nyc.gov
nyc.gov/buildings