

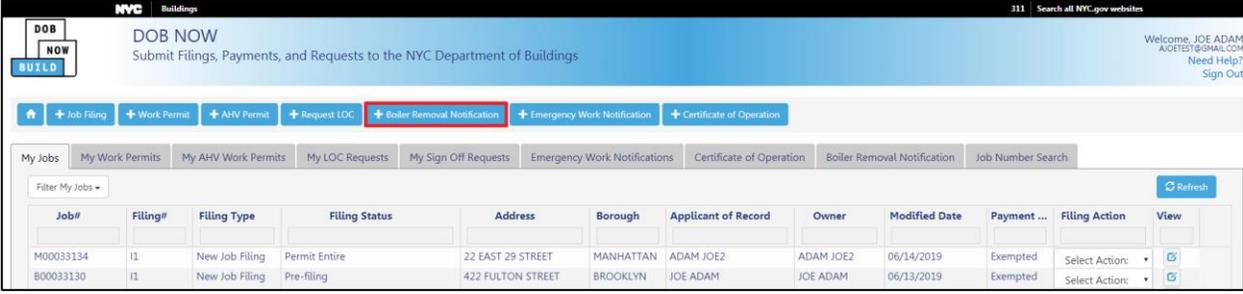
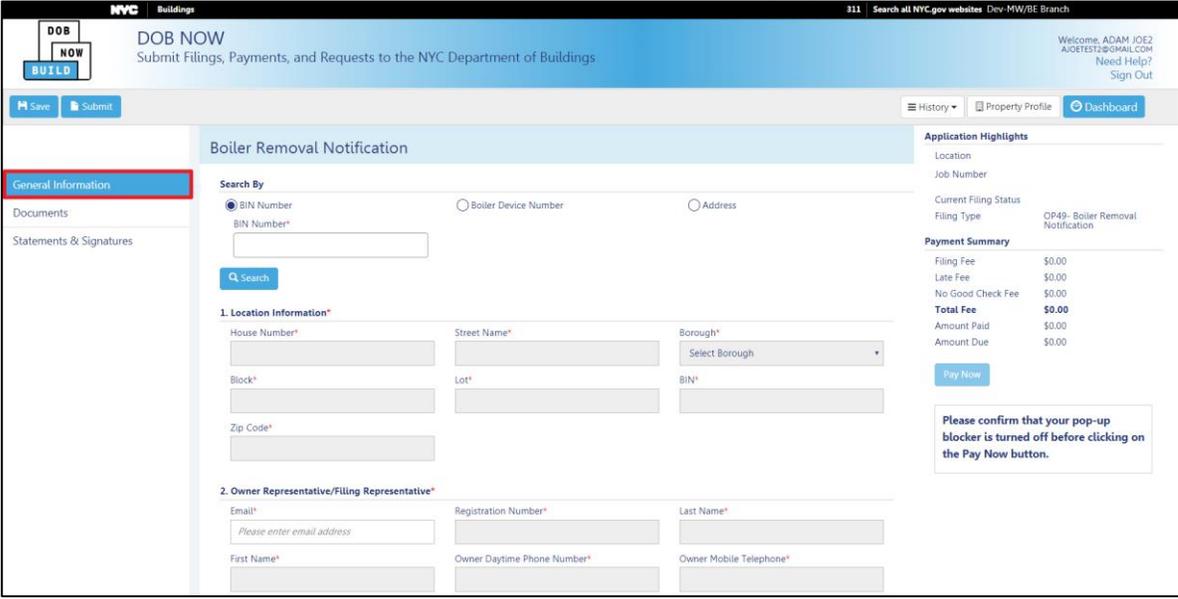
OP49 - Boiler Removal Notification Step-By-Step Guide

In this Step-By-Step Guide, you will learn how to:

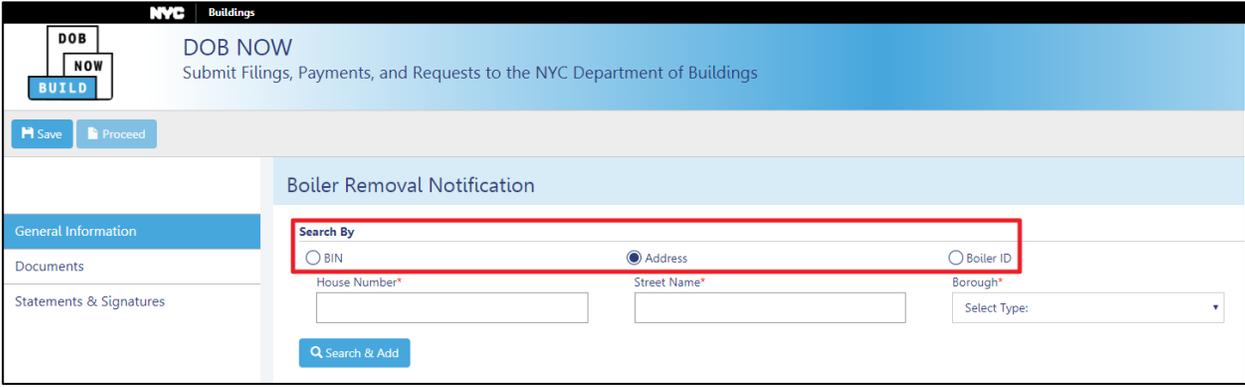
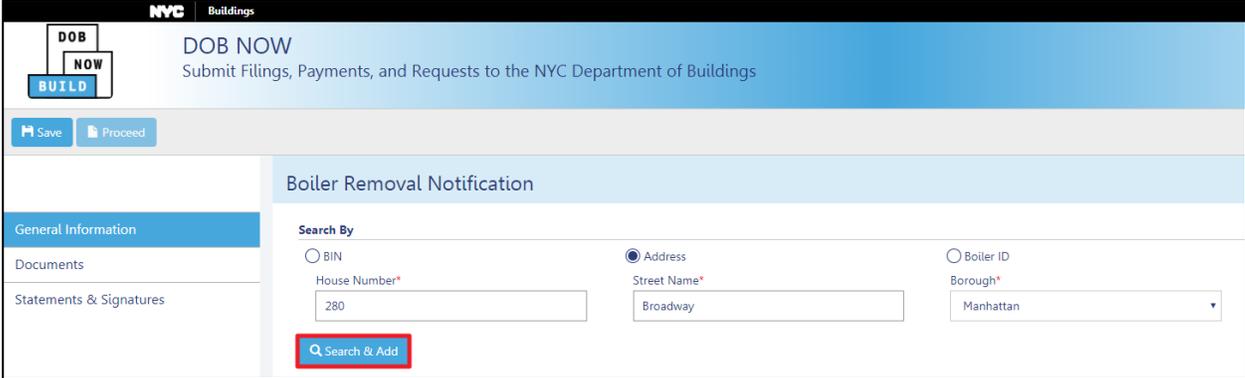
Enter General Information	2
Upload Documents	11
Complete Statements and Signatures	17
Pay Fees and Submit	20

Enter General Information

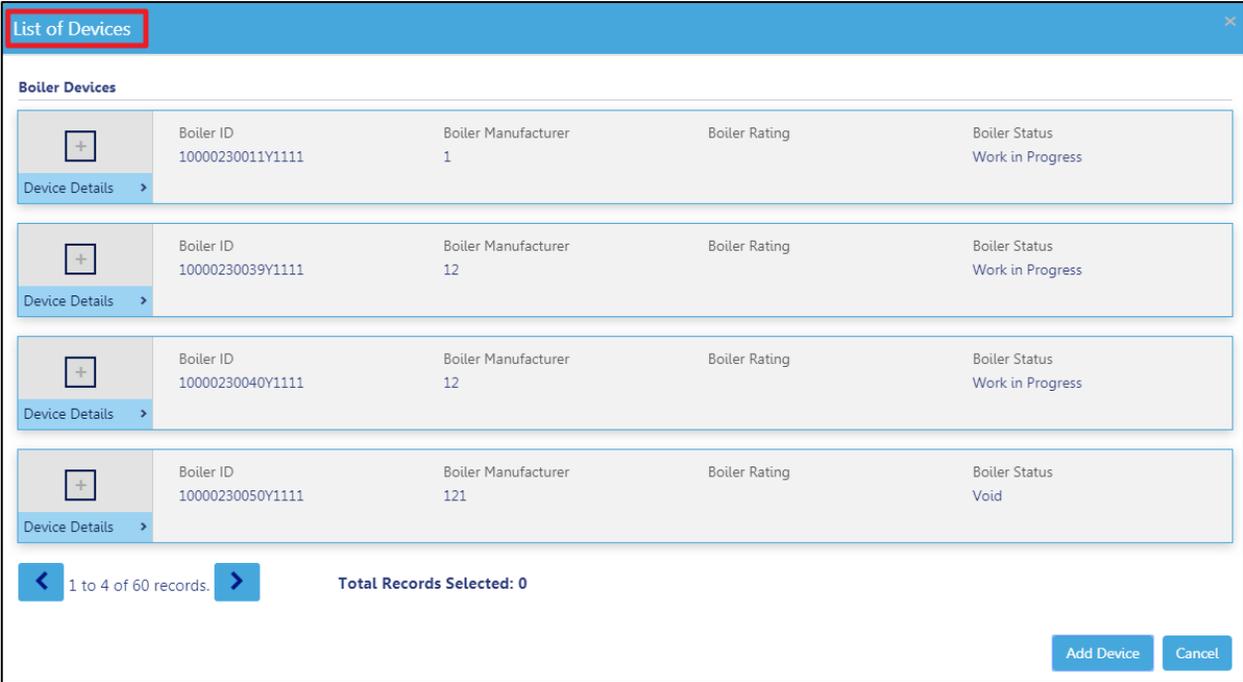
Complete the following steps to enter the General Information.

Step	Action														
1.	<p>On the DOB NOW Dashboard, select +Boiler Removal Notification.</p>  <p>The screenshot shows the DOB NOW dashboard with a navigation bar containing buttons for Job Filing, Work Permit, AHV Permit, Request LOC, + Boiler Removal Notification (highlighted in red), Emergency Work Notification, and Certificate of Operation. Below the navigation bar is a table with columns: Job#, Filing#, Filing Type, Filing Status, Address, Borough, Applicant of Record, Owner, Modified Date, Payment, Filing Action, and View. Two rows of data are visible.</p>														
	<p>The Boiler Removal Notification: General Information displays.</p>  <p>The screenshot shows the 'Boiler Removal Notification' form with the 'General Information' tab selected and highlighted in red. The form includes a search section with radio buttons for 'BIN Number', 'Boiler Device Number', and 'Address'. Below this are sections for '1. Location Information*' and '2. Owner Representative/Filing Representative*'. The 'Location Information' section contains fields for House Number, Street Name, Borough, Block, Lot, BIN, and Zip Code. The 'Owner Representative' section contains fields for Email, Registration Number, Last Name, First Name, Owner Daytime Phone Number, and Owner Mobile Telephone. On the right side, there is an 'Application Highlights' section and a 'Payment Summary' table.</p> <table border="1" data-bbox="1193 1186 1429 1291"> <thead> <tr> <th colspan="2">Payment Summary</th> </tr> </thead> <tbody> <tr> <td>Filing Fee</td> <td>\$0.00</td> </tr> <tr> <td>Late Fee</td> <td>\$0.00</td> </tr> <tr> <td>No Good Check Fee</td> <td>\$0.00</td> </tr> <tr> <td>Total Fee</td> <td>\$0.00</td> </tr> <tr> <td>Amount Paid</td> <td>\$0.00</td> </tr> <tr> <td>Amount Due</td> <td>\$0.00</td> </tr> </tbody> </table> <p>A 'Pay Now' button is visible below the payment summary, along with a confirmation message: 'Please confirm that your pop-up blocker is turned off before clicking on the Pay Now button.'</p>	Payment Summary		Filing Fee	\$0.00	Late Fee	\$0.00	No Good Check Fee	\$0.00	Total Fee	\$0.00	Amount Paid	\$0.00	Amount Due	\$0.00
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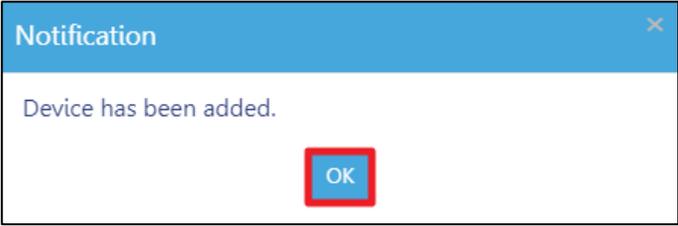
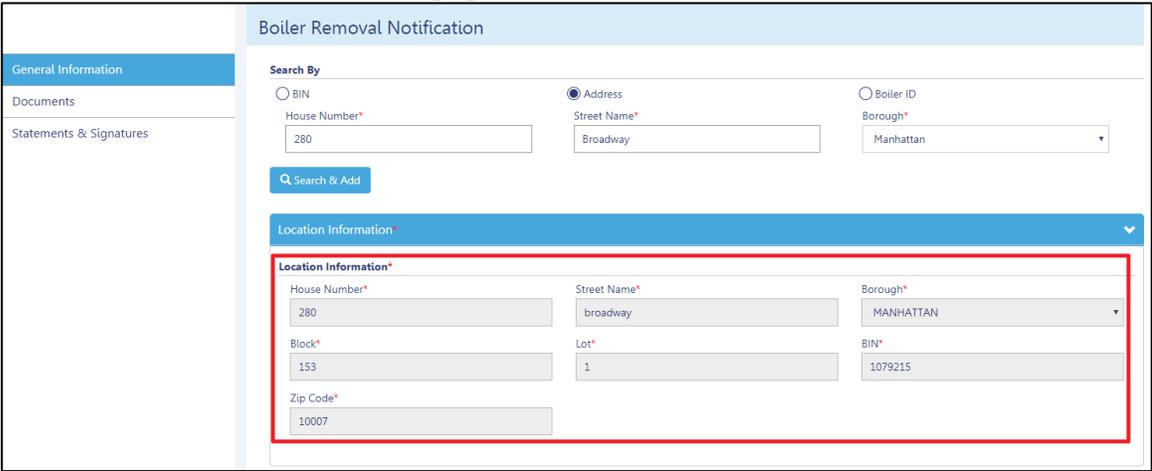
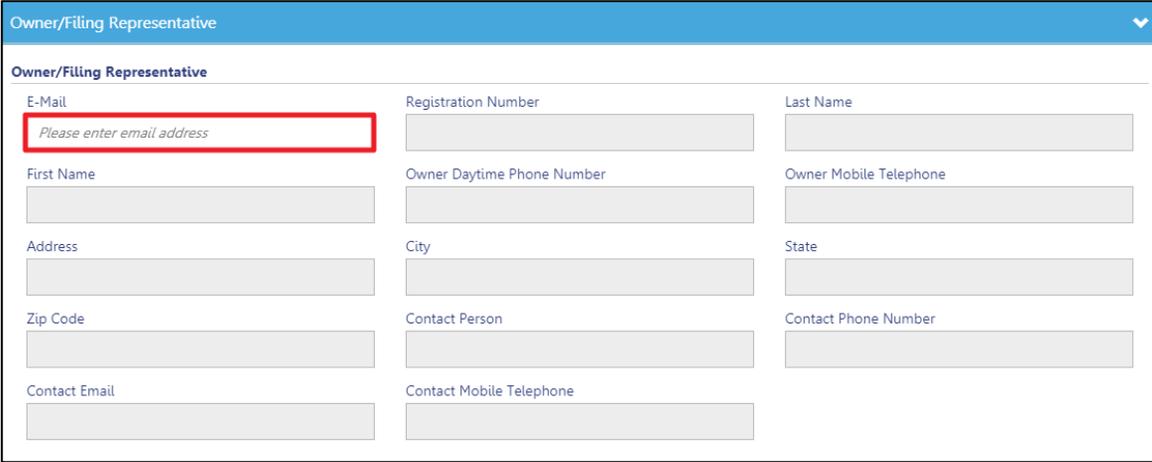
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Step	Action
2.	<p>Select the applicable Search By (○) radio button (e.g., Address).</p> 
	<p>Note Additional fields display, applicable to the Search By radio button.</p>
3.	<p>Click Search.</p> 

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Step	Action
	<p>The List Devices pop-up window displays.</p>
4.	<p>Select the applicable Device Details () radio button(s).</p>
5.	<p>Click Add Device.</p> 

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Step	Action
6.	<p>A Notification pop-up window displays with the message, “Device has been added.”</p> <p>Click OK to close the Notification pop-up window.</p> 
	<p>The Location Information is auto-populated.</p> 
7.	<p>Enter the Owner Representative/Filing Representative’s Email address.</p> 

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8.	<p>Click the Blue Bar to select the email address.</p> <div style="border: 1px solid black; padding: 5px;"> <p>Owner/Filing Representative</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">E-Mail</td> <td style="width: 33%;">Registration Number</td> <td style="width: 33%;">Last Name</td> </tr> <tr> <td><input style="width: 90%;" type="text" value="AJOETEST@GMAIL.COM"/></td> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> </tr> <tr> <td>AJOETEST@GMAIL.COM</td> <td>Owner Daytime Phone Number</td> <td>Owner Mobile Telephone</td> </tr> <tr> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> </tr> </table> </div>	E-Mail	Registration Number	Last Name	<input style="width: 90%;" type="text" value="AJOETEST@GMAIL.COM"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	AJOETEST@GMAIL.COM	Owner Daytime Phone Number	Owner Mobile Telephone	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>												
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	<p>Note The role identified MUST log-in, verify the information and electronically sign by clicking the check-box.</p> <p>By entering the email address, a notification will be sent to their email with the job filing number and it will appear on the DOB NOW Dashboard.</p>																								
9.	<p>Enter the Authorized Inspector Information Email.</p> <div style="border: 1px solid black; padding: 5px;"> <p>Authorized Inspector Information*</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">E-Mail*</td> <td style="width: 33%;">License Type*</td> <td style="width: 33%;">License Number*</td> </tr> <tr> <td><input style="width: 90%; border: 2px solid red;" type="text" value="Please enter email address"/></td> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> </tr> <tr> <td>Last Name*</td> <td>First Name*</td> <td>Business Name*</td> </tr> <tr> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> </tr> <tr> <td>Business Telephone</td> <td>Business Address*</td> <td>City*</td> </tr> <tr> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> </tr> <tr> <td>State*</td> <td>Zip Code*</td> <td>Mobile Telephone</td> </tr> <tr> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> </tr> </table> </div>	E-Mail*	License Type*	License Number*	<input style="width: 90%; border: 2px solid red;" type="text" value="Please enter email address"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	Last Name*	First Name*	Business Name*	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	Business Telephone	Business Address*	City*	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	State*	Zip Code*	Mobile Telephone	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
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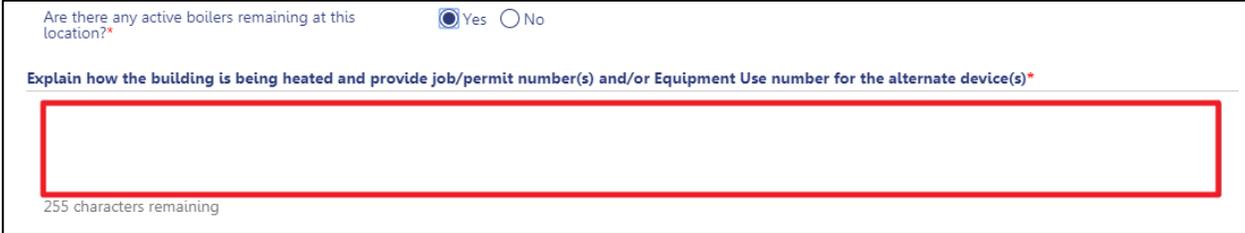
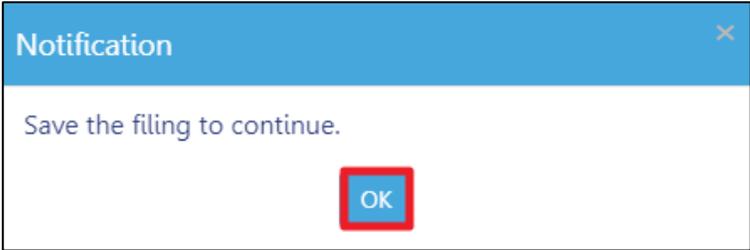
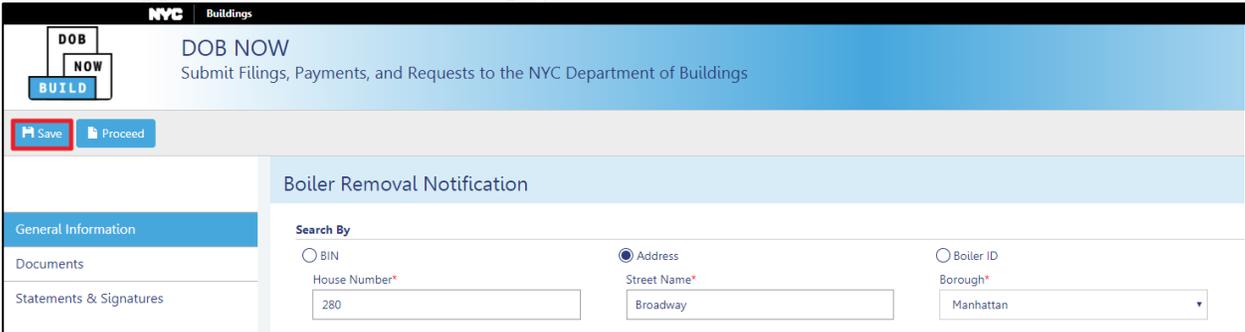
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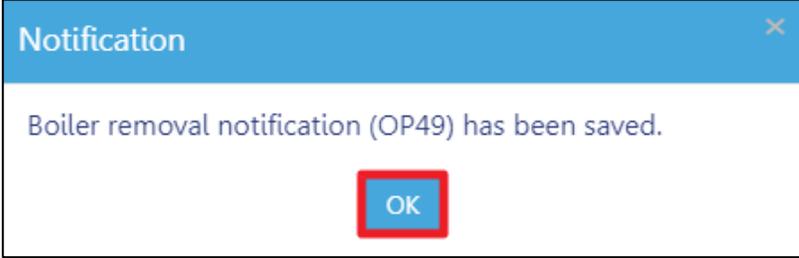
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Step	Action
13.	<p>Select the Type of Inspection Conducted from the drop-down list (e.g., Non Existing).</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p>Boiler Disposition Information</p> <p>Boiler ID * <input type="text" value="10000230400Y1111"/> Device Status * <input type="text" value="Active"/> Inspection Date * <input type="text" value="06/14/2019"/></p> <p>Type of Inspection Conducted</p> <div style="border: 2px solid red; padding: 2px; display: inline-block;"> <p>Select Type: ▼</p> <p>Select Type:</p> <p>Disconnection</p> <p>Removal</p> <p>Post Disconnect/Removal Inspection</p> <p style="background-color: #0070c0; color: white; padding: 2px;">Non-Existing</p> </div> <p style="font-size: small; margin-top: 5px;">Provide job/permit number(s) and/or Equipment Use number for the alternate device(s)*</p> <p style="font-size: small; margin-top: 5px;">255 characters remaining</p> </div>
	<p>Note If Disconnection, Post Disconnect/Removal Inspection or Removal is selected as the Type of Inspection Conducted, additional required fields display.</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p>Type of Inspection Conducted</p> <p style="font-size: small;">Post Disconnect/Removal Inspection ▼</p> <p><input type="checkbox"/> The following conditions for proper boiler disposition were performed, or inspected, and are in accordance with all NYC Administrative code and other applicable laws and rules:*</p> <ul style="list-style-type: none"> [1] Oil burner is removed from Boiler (If gas burner, gas line is capped) [2] Water supply to boiler is cut off [3] Electric supply to boiler is disconnected [4] Steam or hydronic header and return is cut above boiler and physically disconnected, and [5] Flue pipe is removed from chimney base. <p>Date of Disconnect/Removal</p> <p style="font-size: x-small;">Provide actual date of disconnect/removal for this boiler unit*</p> <p style="font-size: small;"><input type="text"/> <input type="button" value="Calendar"/></p> </div>
14.	<p>Select the applicable radio-button for “Are there any active boilers remaining at this location?”</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p>Are there any active boilers remaining at this location?*</p> <p style="text-align: center;"> <input type="radio"/> Yes <input type="radio"/> No </p> </div>

BUILD: OP49 - BOILER REMOVAL NOTIFICATION STEP-BY-STEP GUIDES

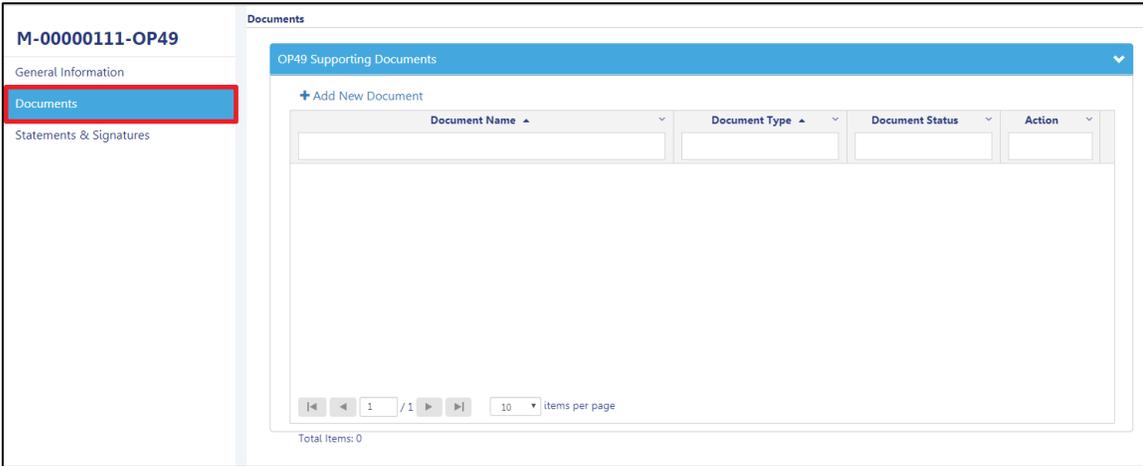
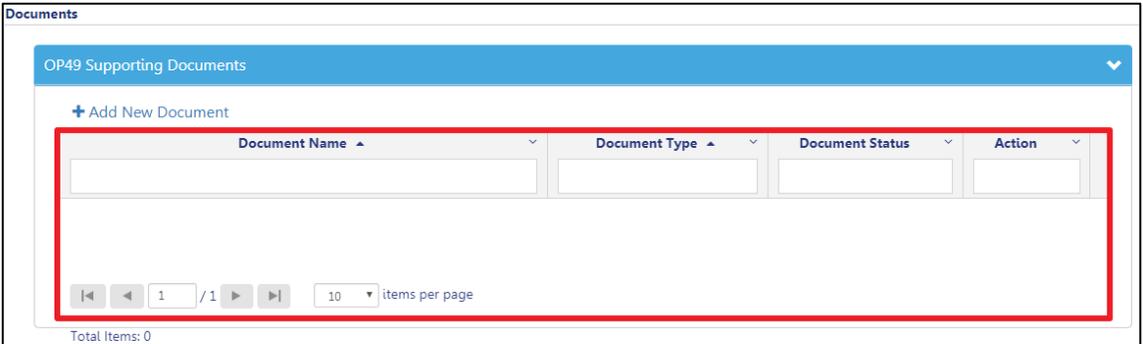
Step	Action
15.	<p>Complete the Explain how the building is being heated and provide job/permit number(s) and/or Equipment Use number for the alternate device(s) field.</p> 
16.	<p>A Notification pop-up window displays with the message, "Save the filing to continue." Click OK to close the Notification pop-up window.</p> 
17.	<p>From the upper left-hand corner of the page, click Save.</p> 

BUILD: OP49 - BOILER REMOVAL NOTIFICATION STEP-BY-STEP GUIDES

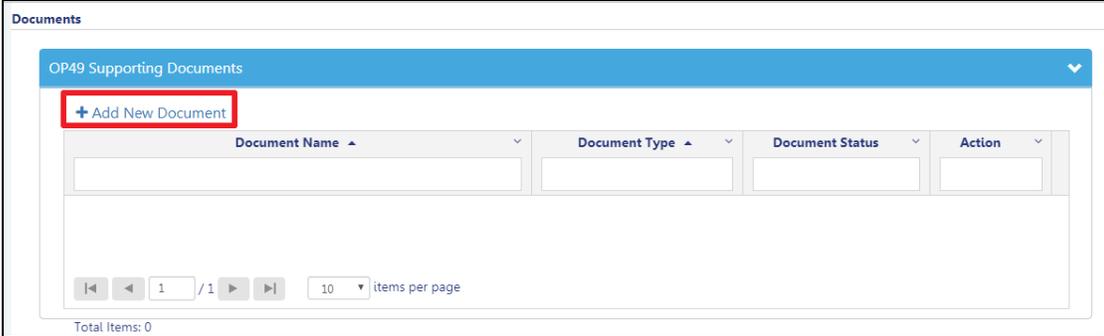
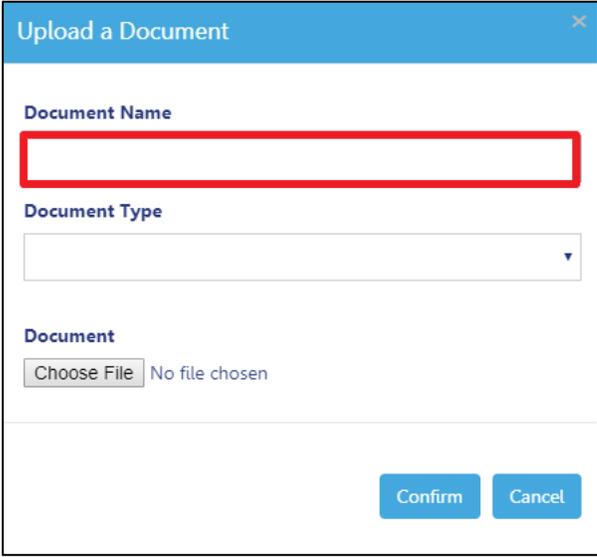
Step	Action
18.	<p>A Notification pop-up window displays with the message “Boiler removal notification (OP49) has been saved.”</p> <p>Click OK to close the Notification pop-up window.</p> 
<p>You have completed the Enter General Information Statements & Signatures Step-by-Step Guide.</p> <p>After all associated parties to the job filing have completed the Statements & Signatures section and all associated fees are paid, the Applicant can submit the job filing to The Department of Buildings for review.</p>	

Upload Documents

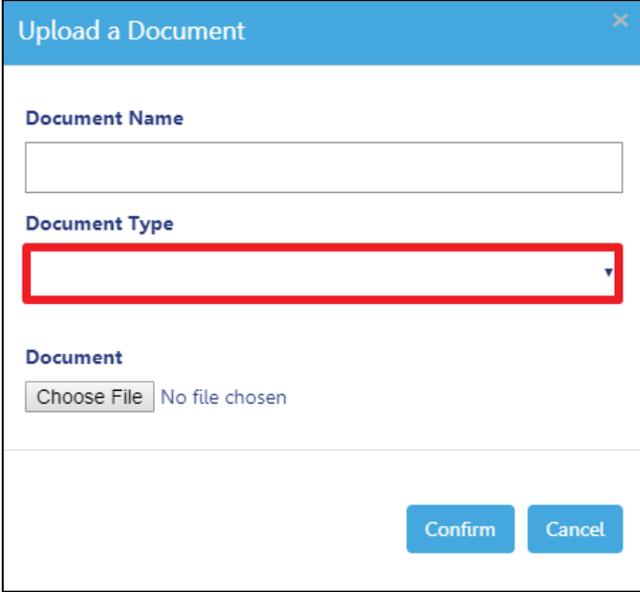
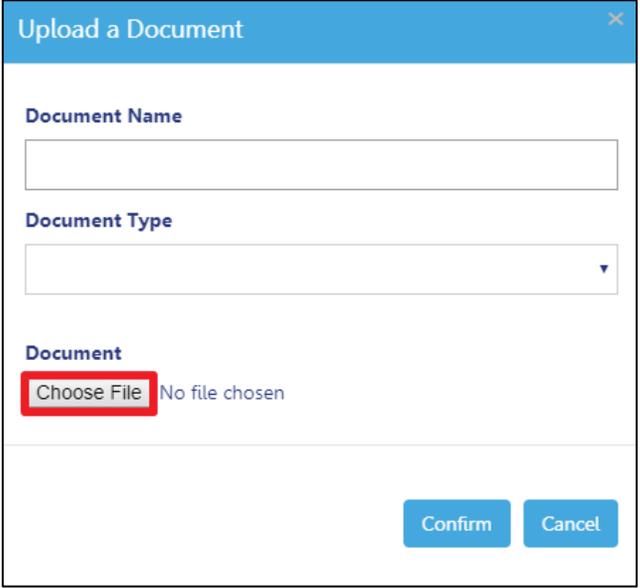
Complete the following steps to upload the Documents:

Step	Action
	<p>Note The General Information tab must be completed before uploading Documents.</p>
<p>1.</p>	<p>Select the Documents tab.</p> 
	<p>Any required documents are auto-populated. Additional supporting documents can be uploaded if applicable.</p> 

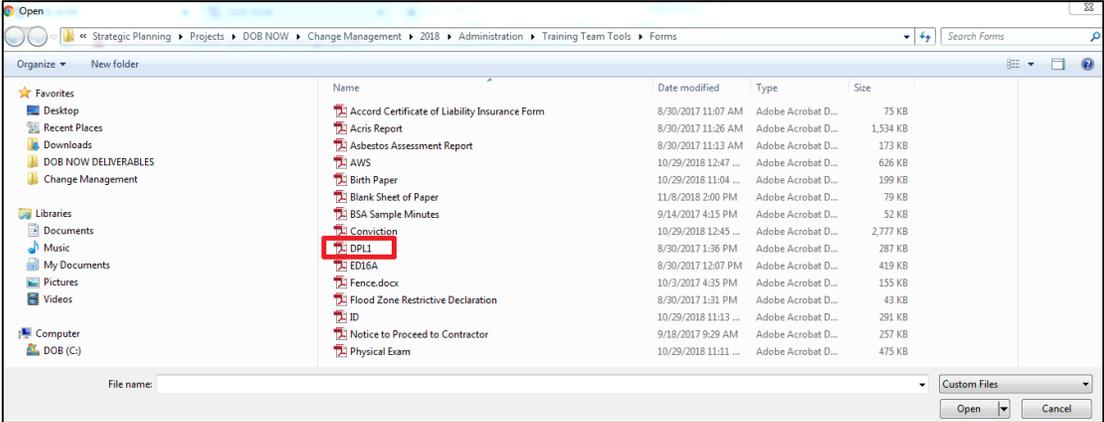
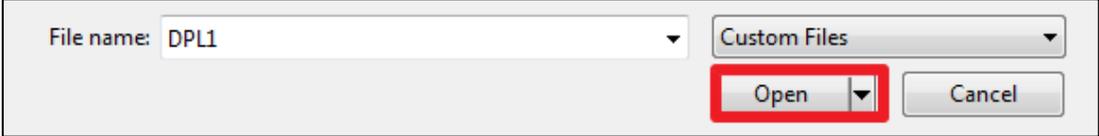
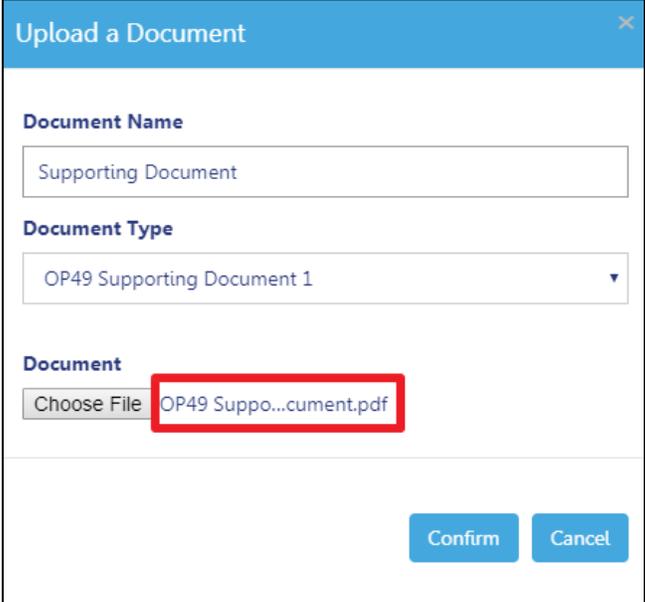
BUILD: OP49 - BOILER REMOVAL NOTIFICATION STEP-BY-STEP GUIDES

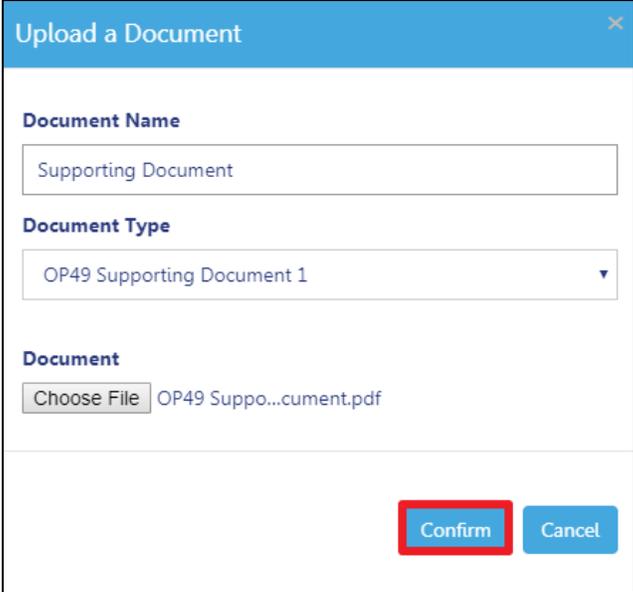
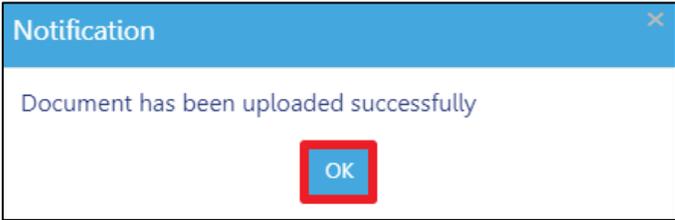
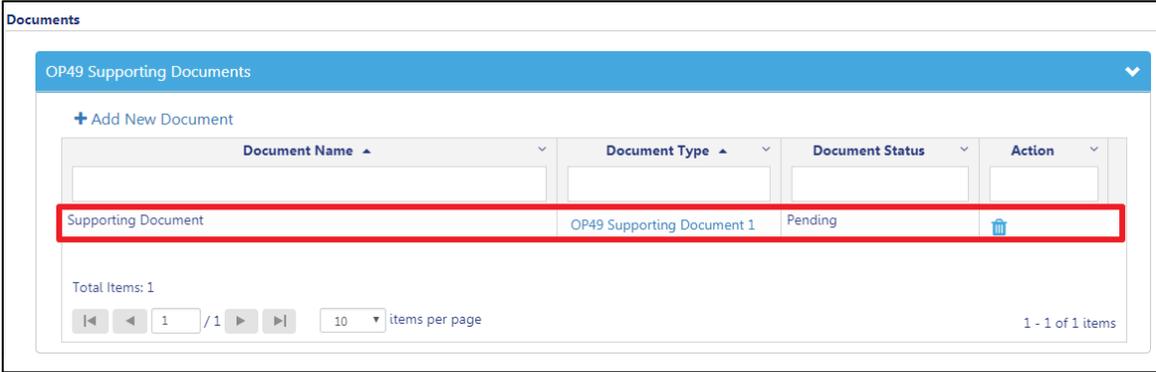
Step	Action
2.	<p data-bbox="263 296 623 327">Click Add New Document.</p> 
	<p data-bbox="263 737 932 768">The Upload a Document pop-up window displays.</p>
3.	<p data-bbox="263 827 623 858">Enter the Document Name.</p> 

BUILD: OP49 - BOILER REMOVAL NOTIFICATION STEP-BY-STEP GUIDES

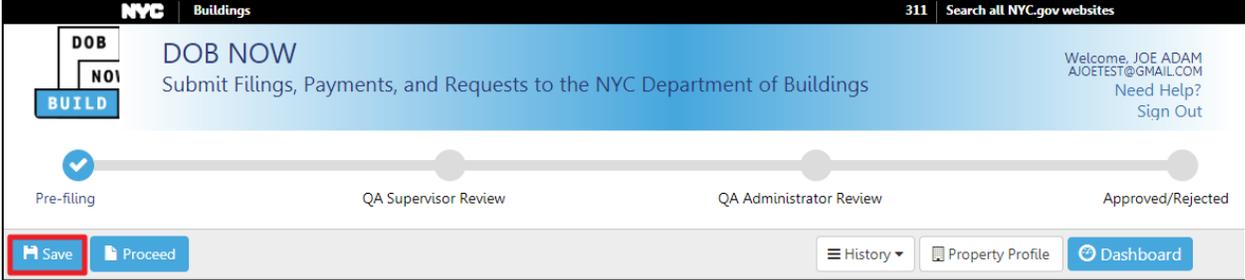
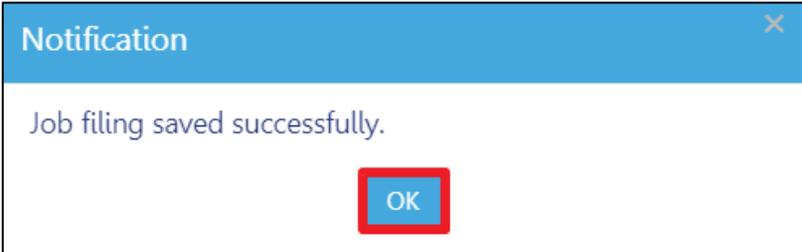
Step	Action
4.	<p>Select a Document Type from the drop-down list (e.g., OP49 Supporting Document 1).</p>  <p>The screenshot shows a dialog box titled "Upload a Document" with a close button (X) in the top right corner. It contains three sections: "Document Name" with an empty text input field; "Document Type" with a dropdown menu highlighted by a red rectangle; and "Document" with a "Choose File" button and the text "No file chosen". At the bottom right, there are "Confirm" and "Cancel" buttons.</p>
5.	<p>Click Choose File.</p>  <p>The screenshot shows the same "Upload a Document" dialog box. In this step, the "Choose File" button in the "Document" section is highlighted with a red rectangle. The "Document Type" dropdown menu is no longer highlighted.</p>
	<p>The Documents Library window opens.</p>

BUILD: OP49 - BOILER REMOVAL NOTIFICATION STEP-BY-STEP GUIDES

Step	Action																																																																
6.	<p>Browse to the folder where the document is saved to locate the file.</p>  <p>The screenshot shows a Windows File Explorer window titled 'Open'. The address bar shows the path: Strategic Planning > Projects > DOB NOW > Change Management > 2018 > Administration > Training Team Tools > Forms. The left sidebar shows 'Favorites' and 'Libraries'. The main pane displays a list of files with columns for Name, Date modified, Type, and Size. The file 'DPL1' is highlighted with a red box.</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Date modified</th> <th>Type</th> <th>Size</th> </tr> </thead> <tbody> <tr><td>Accord Certificate of Liability Insurance Form</td><td>8/30/2017 11:07 AM</td><td>Adobe Acrobat D...</td><td>75 KB</td></tr> <tr><td>Acris Report</td><td>8/30/2017 11:26 AM</td><td>Adobe Acrobat D...</td><td>1,534 KB</td></tr> <tr><td>Asbestos Assessment Report</td><td>8/30/2017 11:13 AM</td><td>Adobe Acrobat D...</td><td>173 KB</td></tr> <tr><td>AIWS</td><td>10/29/2018 12:47 ...</td><td>Adobe Acrobat D...</td><td>626 KB</td></tr> <tr><td>Birth Paper</td><td>10/29/2018 11:04 ...</td><td>Adobe Acrobat D...</td><td>199 KB</td></tr> <tr><td>Blank Sheet of Paper</td><td>11/8/2018 2:00 PM</td><td>Adobe Acrobat D...</td><td>79 KB</td></tr> <tr><td>BSA Sample Minutes</td><td>9/14/2017 4:15 PM</td><td>Adobe Acrobat D...</td><td>52 KB</td></tr> <tr><td>Conviction</td><td>10/29/2018 12:45 ...</td><td>Adobe Acrobat D...</td><td>2,777 KB</td></tr> <tr><td>DPL1</td><td>8/30/2017 1:36 PM</td><td>Adobe Acrobat D...</td><td>287 KB</td></tr> <tr><td>ED16A</td><td>8/30/2017 12:07 PM</td><td>Adobe Acrobat D...</td><td>419 KB</td></tr> <tr><td>Fence.docx</td><td>10/3/2017 4:35 PM</td><td>Adobe Acrobat D...</td><td>155 KB</td></tr> <tr><td>Flood Zone Restrictive Declaration</td><td>8/30/2017 1:31 PM</td><td>Adobe Acrobat D...</td><td>43 KB</td></tr> <tr><td>ID</td><td>10/29/2018 11:13 ...</td><td>Adobe Acrobat D...</td><td>291 KB</td></tr> <tr><td>Notice to Proceed to Contractor</td><td>9/18/2017 9:29 AM</td><td>Adobe Acrobat D...</td><td>257 KB</td></tr> <tr><td>Physical Exam</td><td>10/29/2018 11:11 ...</td><td>Adobe Acrobat D...</td><td>475 KB</td></tr> </tbody> </table>	Name	Date modified	Type	Size	Accord Certificate of Liability Insurance Form	8/30/2017 11:07 AM	Adobe Acrobat D...	75 KB	Acris Report	8/30/2017 11:26 AM	Adobe Acrobat D...	1,534 KB	Asbestos Assessment Report	8/30/2017 11:13 AM	Adobe Acrobat D...	173 KB	AIWS	10/29/2018 12:47 ...	Adobe Acrobat D...	626 KB	Birth Paper	10/29/2018 11:04 ...	Adobe Acrobat D...	199 KB	Blank Sheet of Paper	11/8/2018 2:00 PM	Adobe Acrobat D...	79 KB	BSA Sample Minutes	9/14/2017 4:15 PM	Adobe Acrobat D...	52 KB	Conviction	10/29/2018 12:45 ...	Adobe Acrobat D...	2,777 KB	DPL1	8/30/2017 1:36 PM	Adobe Acrobat D...	287 KB	ED16A	8/30/2017 12:07 PM	Adobe Acrobat D...	419 KB	Fence.docx	10/3/2017 4:35 PM	Adobe Acrobat D...	155 KB	Flood Zone Restrictive Declaration	8/30/2017 1:31 PM	Adobe Acrobat D...	43 KB	ID	10/29/2018 11:13 ...	Adobe Acrobat D...	291 KB	Notice to Proceed to Contractor	9/18/2017 9:29 AM	Adobe Acrobat D...	257 KB	Physical Exam	10/29/2018 11:11 ...	Adobe Acrobat D...	475 KB
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7.	Click the Document's Name (e.g., DPL1) to select the file.																																																																
8.	<p>Click Open.</p>  <p>The screenshot shows a file selection dialog box. The 'File name' field contains 'DPL1'. The 'Custom Files' dropdown is visible. The 'Open' button is highlighted with a red box.</p>																																																																
	<p>The File Name (e.g., OP49 Supporting Document.pdf) displays in the Upload a Document pop-up window.</p>  <p>The screenshot shows the 'Upload a Document' pop-up window. It has a blue header with a close button. Below the header are three sections: 'Document Name' with a text input field containing 'Supporting Document'; 'Document Type' with a dropdown menu set to 'OP49 Supporting Document 1'; and 'Document' with a 'Choose File' button and a text input field containing 'OP49 Suppo...cument.pdf', which is highlighted with a red box. At the bottom are 'Confirm' and 'Cancel' buttons.</p>																																																																

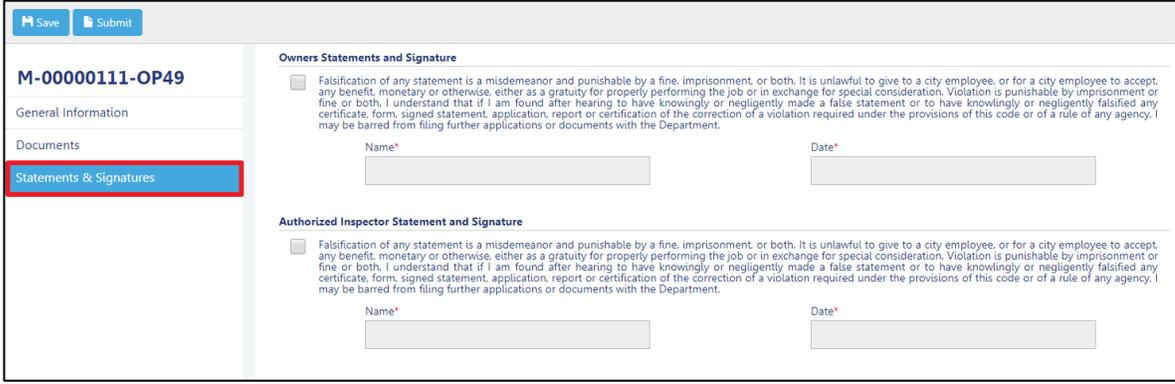
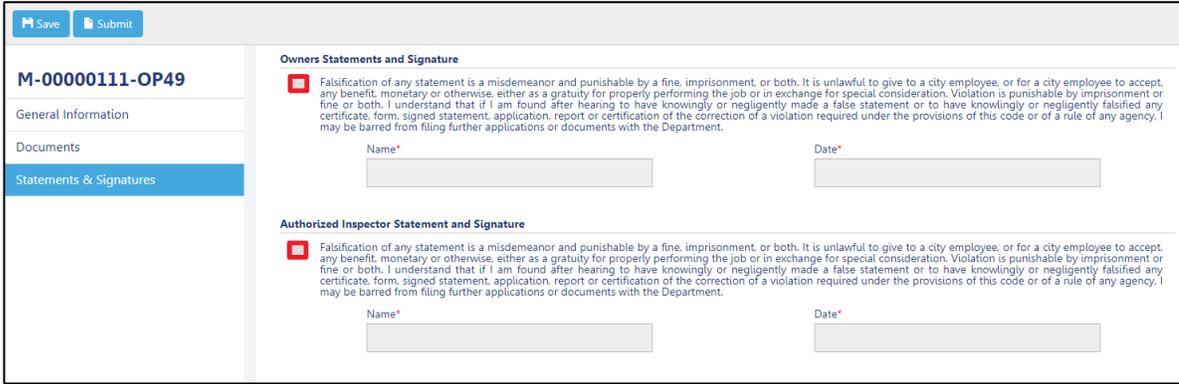
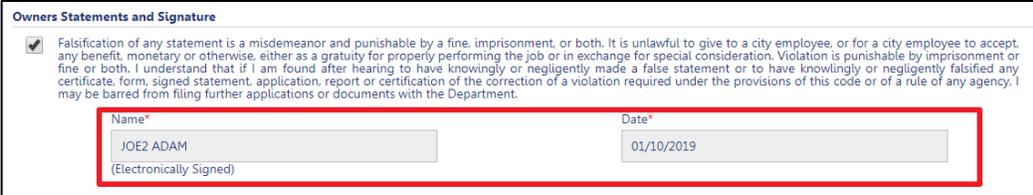
Step	Action
9.	<p>Click Confirm.</p> 
10.	<p>A Notification pop-up window displays with the message, “Document has been uploaded successfully”</p> <p>Click OK to close the Notification pop-up window.</p> 
	<p>The Document displays with a status Pending.</p> 

BUILD: OP49 - BOILER REMOVAL NOTIFICATION STEP-BY-STEP GUIDES

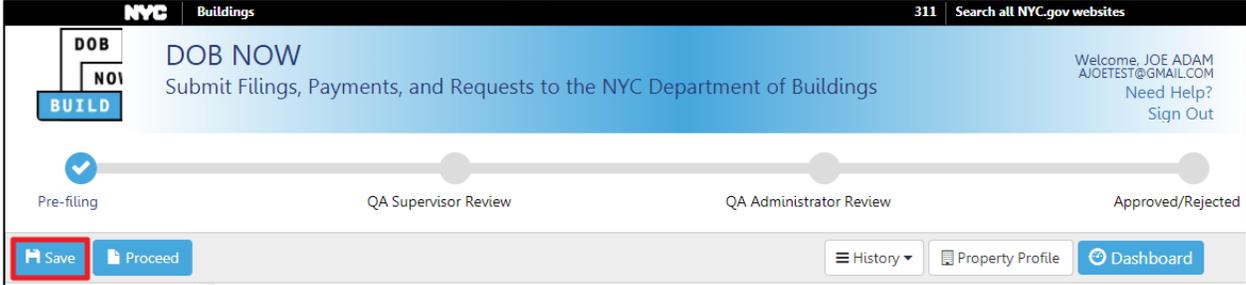
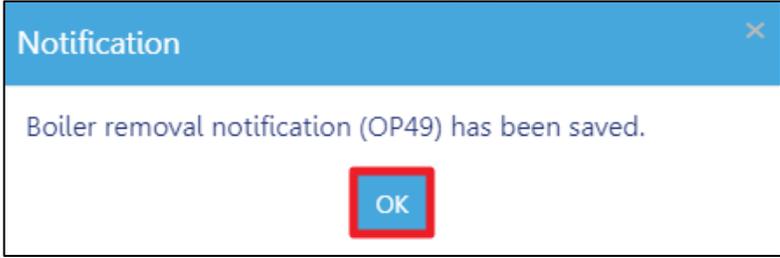
Step	Action
	<p>Note If additional supporting documents are applicable, repeat Steps 2 - 10 in the Upload Documents to upload those documents.</p>
11.	<p>From the upper left-hand corner of the page, click Save.</p> 
12.	<p>A Notification pop-up window displays with the message, "Job filing saved successfully." Click OK to close the Notification pop-up window.</p> 
<p>You have completed the Upload Documents Step-By-Step Guide. Continue to the Complete Statements and Signatures Step-By-Step Guide.</p>	

Complete Statements and Signatures

Complete the following steps to enter Statements & Signatures:

Step	Action
1.	<p>Select the Statements & Signatures tab.</p> 
	<p>The Statements & Signatures displays.</p> 
2.	<p>Select the check-box (<input type="checkbox"/>) to electronically sign the Owner – Statements & Signatures.</p>
	<p>Note The Name and the Date auto-populate.</p> 

BUILD: OP49 - BOILER REMOVAL NOTIFICATION STEP-BY-STEP GUIDES

Step	Action
3.	<p>Select the check-box (<input type="checkbox"/>) to electronically sign the Authorized Inspector Statement and Signature.</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p>Authorized Inspector Statement and Signature</p> <p><input checked="" type="checkbox"/> Falsification of any statement is a misdemeanor and punishable by a fine, imprisonment, or both. It is unlawful to give to a city employee, or for a city employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine or both. I understand that if I am found after hearing to have knowingly or negligently made a false statement or to have knowingly or negligently falsified any certificate, form, signed statement, application, report or certification of the correction of a violation required under the provisions of this code or of a rule of any agency, I may be barred from filing further applications or documents with the Department.</p> <p>Name* Date*</p> <p>JOE2 ADAM 01/10/2019</p> <p>(Electronically Signed)</p> </div>
	<p>Note The Name and the Date auto-populate.</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p>Authorized Inspector Statement and Signature</p> <p><input checked="" type="checkbox"/> Falsification of any statement is a misdemeanor and punishable by a fine, imprisonment, or both. It is unlawful to give to a city employee, or for a city employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine or both. I understand that if I am found after hearing to have knowingly or negligently made a false statement or to have knowingly or negligently falsified any certificate, form, signed statement, application, report or certification of the correction of a violation required under the provisions of this code or of a rule of any agency, I may be barred from filing further applications or documents with the Department.</p> <div style="border: 2px solid red; padding: 2px;"> <p>Name* Date*</p> <p>JOE2 ADAM 01/10/2019</p> <p>(Electronically Signed)</p> </div> </div>
4.	<p>From the upper left-hand corner of the page, click Save.</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;">  </div>
5.	<p>A Notification pop-up window displays with the message, "Boiler removal notification (OP49) has been saved".</p> <p>Click OK to close the Notification pop-up window.</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;">  </div>

BUILD: OP49 - BOILER REMOVAL NOTIFICATION STEP-BY-STEP GUIDES

Step	Action
	You have completed the Statements & Signatures Step-by-Step Guide. Continue to the Pay Fees and Submit Step-by-Step Guide.

Pay Fees and Submit

Complete the following steps to submit a payment and job filing to the NYC Department of Buildings.



Note You must pay fees before submitting the OP49. Click the link below to view the **How to Pay in DOB NOW: Build and Safety video**.

<https://www.youtube.com/watch?v=YHDbxAuS8Dk>

After the payment has been confirmed, you must click **Submit** to send the OP49 to the Department of Buildings for review.

1. Ensure your pop-up blocker is turned off.

Owners Statements and Signature	Application Highlights
<input checked="" type="checkbox"/> Falsification of any statement is a misdemeanor and punishable by a fine, imprisonment, or both. It is unlawful to give to a city employee, or for a city employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine or both. I understand that if I am found after hearing to have knowingly or negligently made a false statement or to have knowingly or negligently falsified any certificate, form, signed statement, application, report or certification of the correction of a violation required under the provisions of this code or of a rule of any agency, I may be barred from filing further applications or documents with the Department.	Location: 10 BROADWAY Job Number: MANHATTAN M-00000108-OP49 Current Filing Status: Prefiling Filing Type: OP49- Boiler Removal Notification
Name*: null null (Electronically Signed)	Date*: 01/10/2019
<input checked="" type="checkbox"/> Falsification of any statement is a misdemeanor and punishable by a fine, imprisonment, or both. It is unlawful to give to a city employee, or for a city employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine or both. I understand that if I am found after hearing to have knowingly or negligently made a false statement or to have knowingly or negligently falsified any certificate, form, signed statement, application, report or certification of the correction of a violation required under the provisions of this code or of a rule of any agency, I may be barred from filing further applications or documents with the Department.	Payment Summary Filing Fee: \$45.00 Late Fee: \$0.00 No Good Check Fee: \$0.00 Total Fee: \$0.00 Amount Paid: \$0.00 Amount Due: \$45.00
Name*: JOE2 ADAM (Electronically Signed)	Date*: 01/10/2019
<div style="border: 2px solid red; padding: 5px; display: inline-block;"> Please confirm that your pop-up blocker is turned off before clicking on the Pay Now button. </div>	

2. Click **Pay Now**.

Application Highlights	
Location	10 BROADWAY MANHATTAN
Job Number	M-00000108-OP49
Current Filing Status	Prefiling
Filing Type	OP49- Boiler Removal Notification

Payment Summary	
Filing Fee	\$45.00
Late Fee	\$0.00
No Good Check Fee	\$0.00
Total Fee	\$0.00
Amount Paid	\$0.00
Amount Due	\$45.00

Pay Now

Please confirm that your pop-up blocker is turned off before clicking on the Pay Now button.

3. The **Payment Confirmation** pop-up notification window displays with message, "Are you sure you want to make a payment now for \$45.00?"
Click **CONFIRM** to continue.

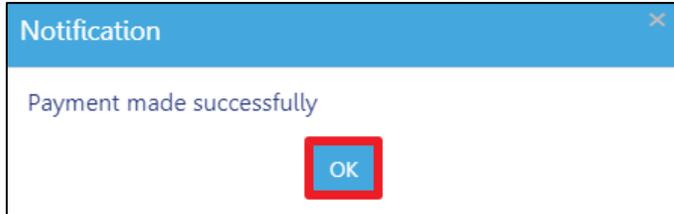
Payment Confirmation ✕

Are you sure you want to make a payment now for **\$45.00** ?

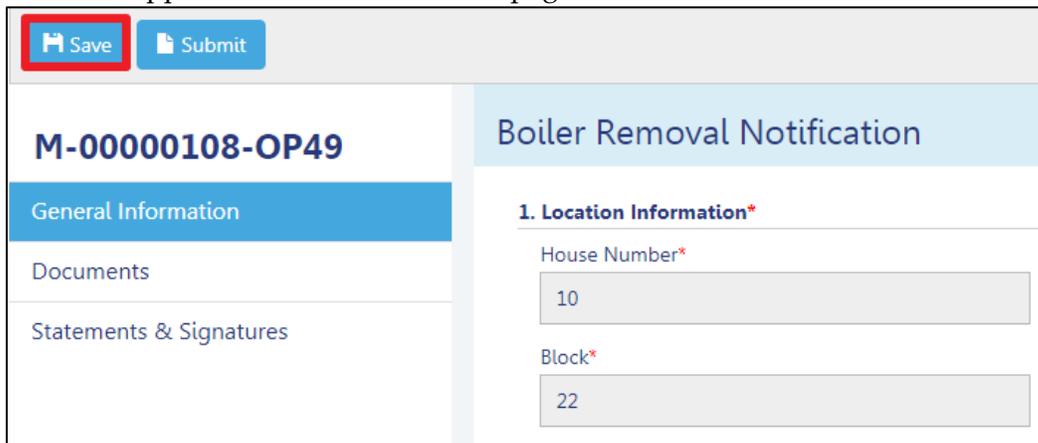
CONFIRM **CANCEL**

4. The following **Notification** pop-up window displays with the message, "Payment made successfully"

Click **OK** to close the **Notification** pop-up window.

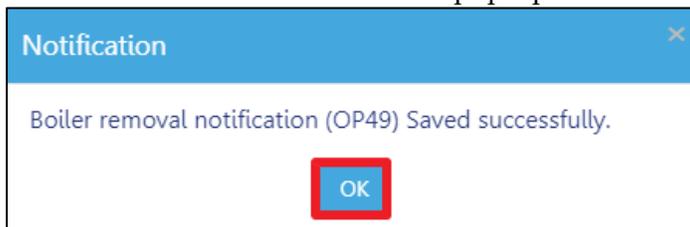


5. From the upper left-hand corner of the page, click **Save**.



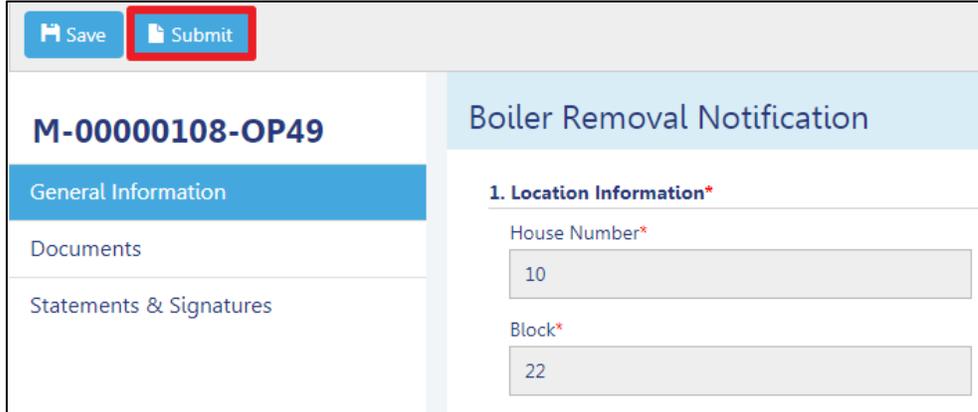
6. A **Notification** pop-up window displays with the message, "Boiler removal notification (OP49) Saved successfully."

Click **OK** to close the **Notification** pop-up window.



BUILD: OP49 - BOILER REMOVAL NOTIFICATION STEP-BY-STEP GUIDES

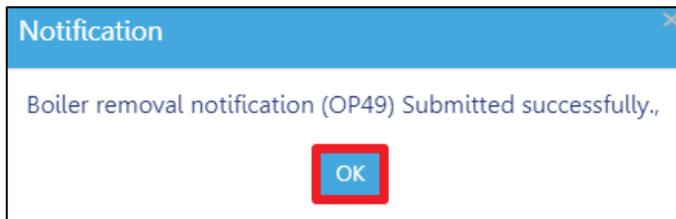
7. From the upper left-hand corner of the page, click **Submit**.



The screenshot shows a web interface for submitting a boiler removal notification. At the top left, there are two buttons: 'Save' and 'Submit'. The 'Submit' button is highlighted with a red rectangular box. Below the buttons, the page title is 'M-00000108-OP49' and the main heading is 'Boiler Removal Notification'. On the left side, there is a navigation menu with three items: 'General Information' (highlighted in blue), 'Documents', and 'Statements & Signatures'. On the right side, under the heading '1. Location Information*', there are two input fields: 'House Number*' with the value '10' and 'Block*' with the value '22'.



A **Notification** pop-up window displays with the message, "Boiler removal notification (OP49) Submitted successfully." Click **OK** to close the notification.



The screenshot shows a notification pop-up window titled 'Notification'. The message inside the window reads: "Boiler removal notification (OP49) Submitted successfully,,". At the bottom center of the window, there is a blue button with the text 'OK', which is highlighted with a red rectangular box.

You have completed the Build: OP49 - Boiler Removal Notification Step-By-Step Guides.