

# SERVICE NOTICE

## Benchmarking Violation Civil Penalty Payments and Challenge Requests Launch in DOB NOW: Safety

Beginning Monday, December 2, 2024, civil penalty payments and challenge requests for benchmarking violations for failure to submit calendar year 2023 data by the November 1, 2024 deadline and future deadlines will be submitted in [DOB NOW: Safety](#). Benchmarking violations issued prior to December 2, 2024, will continue to be paid in [eFiling](#).

### Benchmarking Violations on DOB NOW Property Profile

As of Monday, December 2, 2024, new benchmarking violations issued for failure to submit data will be posted on the [DOB NOW public portal](#). To search and view the status and civil penalties due, go to [nyc.gov/dobnow](#) and search by address; borough, block, lot; or BIN.

### Benchmarking Violation Payments

Payments for benchmarking violations issued on or after December 2, 2024, are required to be submitted in DOB NOW: Safety. Follow the steps below to pay the civil penalty for a violation:

- Use an NYC. ID to login to DOB NOW at [nyc.gov/dobnow](#). If you need to create an NYC.ID, visit [nyc.gov/dobnowtips](#).
- Select **DOB NOW: Safety** and then the **Violations** portal.
- From the dashboard, select **+Violations Payments** and then **Benchmarking**.
- Search by Violation Number, Address, or BIN. All benchmarking violations issued on or after December 2, 2024, will appear along with the amount of the civil penalty due for each violation.
- Select the violation, click **+Add** and then **Save** the application. Complete the **Statements & Signature** section and then select **Proceed to Pay** to complete the payment. Only one violation can be paid per application.

Payments can be made by eCheck, credit card, PayPal, or Venmo. There is a 2% surcharge for credit card, PayPal, and Venmo payments. Payments made by eCheck may take up to 10 business days to process. In-person and mail-in payments will not be accepted.

### Benchmarking Violation Challenge Requests

Challenges for benchmarking violations issued on or after December 2, 2024, will no longer be submitted to the Sustainability Enforcement Unit by email at [sustainability@buildings.nyc.gov](mailto:sustainability@buildings.nyc.gov). For violations issued on or after December 2, 2024, follow these steps to submit a challenge:

- Use an NYC. ID to login to DOB NOW at [nyc.gov/dobnow](#). If you need to create an NYC.ID, visit [nyc.gov/dobnowtips](#).
- Select **DOB NOW: Safety** and then the **Violations** portal.
- From the dashboard select **+Challenge Request** and then **Benchmarking – LL84**.
- Search by Violation Number, Address, BIN, or BBL. All active benchmarking violations will appear. Select the violation and press the **+Add** button.
- Select the **Challenge Reason**, per [1 RCNY 103-06](#), and then **Save** the application.
- Upload any required supporting documentation on the **Documents** tab.
- Complete the **Statements & Signature** section and **Save** the application.
- Select the **Submit** button to submit the challenge.

For more information, visit [nyc.gov/buildings](#) and search for Benchmarking. For additional assistance, use the **DOB NOW Help Form** at [nyc.gov/dobnowhelp](#) to submit an inquiry.