



# Submitting an eCertification

New York City Department of Housing Preservation & Development  
August 2015

# HPD Violation Certification

- A **certification of correction** is a statement filed with HPD by a property owner or registered agent to affirm that the violation conditions cited on an HPD Notice of Violation have been corrected within the legally required timeframe.
- **eCertification** simply allows an owner or agent to submit that certification of correction electronically.
- Housing Quality Standards Failures issued by HPD may also be eCertified, whether those failures are issued with a violation or without.

*Certification and eCertification are free but both must be submitted within the time period provided on the Notice of Violation.*

# eCertification

## *How can I certify correction of violations/failures online?*

- Property Registration must be current.
- You must be an owner, named owner's officer, or managing agent of the building.
- You must be an HPD online user (login and password).
- You must be enrolled (See Enrollment pdf) for your building.
- Use Internet Explorer.
- Once you are notified about the issuance of violations and you correct the conditions timely, log in to eCertification and certify correction. Details about completing the eCertification are the subject of this PowerPoint.

# eCertifying

- Being enrolled does not mean you must eCertify. You can still submit paper certifications.
- Only violations within the certification period, or open HQS failures, will be displayed for eCertification.
- Violations of different classes, on different NOVs and with different due dates can be eCertified in the same session.
- You will be required to enter the violation correction date and information about who corrected the condition.
- All violations can be eCertified except:
  - ❖ Lead-based paint violations
  - ❖ Mold or vermin violations in Alternative Enforcement Program buildings.
- You can certify and pay for heat and hot water violations which are eligible for settlement. (See HPD's Heat and Hot Water page for more information on this process.)

# Steps for eCertification

- Log-on with HPD user ID and password.
- Select the Building.
- Add the 24 hour security number.
- View violations or failures which can still be certified.
- Select the corrected violations.
- Enter the required information about when and by whom the violation or failure was corrected.
- Enter the verification code.
- Submit.
- Review the pre-printed version of the eCertification document.
- Submit.
- Violation status is updated with HPD. Certification is complete.
- Print or save a copy for your records.

# HPD HOME PAGE

Click on **Certify Correction of Violations**

**NYC**  
Housing Preservation & Development

Translate | Text-Size

Home About Renter Owner Developer Vendor Community Sec. 8 Search



**HPD, HDC, Alembic, SUS And Partners Announce The Start of Construction On A New Supportive Housing Development in Ocean Hill, Brooklyn. >**

MAR 20, 2015 - READ MORE

READ MORE

More than half of the units in the 134-unit affordable housing development will serve formerly homeless families & individuals.

On-site supportive services available to residents in need including case management, recovery programs, skills & employment training & structured social and recreational activities.

[Apply for Affordable Housing >](#)

[File a Housing Complaint >](#)

[Certify Correction of Violations >](#)

[Important Health and Safety Issues >](#)

[Mitchell-Lama >](#)

[Section 8 Landlord Portal >](#)

**HPDONLINE: Building Information**

Select Borough

Enter house #

# LOG IN SCREEN

Enter User Name (email address) and password and log in.

**NYC HPD**  
eCertification of Violations and Failures



**eCertification** is an online application which allows validly registered property owners and managing agents to certify HPD violations and Housing Quality Standards (HQS) failures online! HPD's **eCertification** is free to enroll in and use! Save time and money, and notify HPD immediately of a correction to a violation or failure condition!

A building's Property Registration must be current, and only named owners, officers, or agents are eligible to enroll for **eCertification**. Enrollment will remain active for as long as a building remains validly registered. Please note that lead violations are not eligible for **eCertification**.

Apart from the initial enrollment form, **eCertification** is truly a paperless process. Once HPD receives a valid enrollment, an owner or agent will be able to **eCertify** violations immediately by simply logging on and selecting the violations to be certified (entering the same information currently required on the paper certification form).

Although HPD will continue to mail Notice of Violations and accept paper submission of Correction of Violation forms, **eCertification** will reduce the use of paper and save money on postage, printing, notary fees, and other administrative fees. To get started, you will first need to create an HPD User Account. This account will also enable you to access other services offered by HPD.

#### **eCertification (includes enrollment and certification)**

For more details about how to create an account and enroll a building, [click here](#)

For more details about how to enroll and disenroll, [click here](#)

For more details about how to eCertify, [click here](#)

Please browse our Frequently Asked Questions (**FAQs**) for additional information about the **eCertification** program.

If you have questions about the **eCertification** process or are experiencing technical difficulties with **eCertification**, you may contact HPD at [ecertadmin@hpd.nyc.gov](mailto:ecertadmin@hpd.nyc.gov) or 718-802-4561.

To obtain an Application to Invalidate **eCertification Enrollment**, please email HPD at [ecertadmin@hpd.nyc.gov](mailto:ecertadmin@hpd.nyc.gov) or call HPD at 718-802-4561. Please include the borough and address of the enrolled property in your email or telephone message. Only a person listed as a responsible party or the individual owner can invalidate an **eCertification** Enrollment.

### Log In

User Name (email address):

Password:

[Create a new user...](#) [Forgot Password?](#)

Once you have logged in to eCertification, select the eCertification tab. All buildings assigned to this user ID will be displayed. You can only eCertify for buildings with a status of enrolled. Select the building for which you want to certify the correction of violations.

Welcome [View Details](#)

[Logout](#)

eCertification

Home	eCertification Enrollment	eCertification	History	FAQ		
Enrolled Buildings	Building Violations	Violation Correction Info	Verify and Confirm	Verification Info	eCertificate	Payments

To retrieve violation that are currently within the valid date range to be certified as corrected or to retrieve Housing Quality Standards failures which are currently open, click the List Violations link for any enrolled building. You can only certify violations/failures for enrolled buildings. You will need the name and contact information or either the company or individual who performed the work in order to certify violations.

	MDR Number	Borough	House No	Street Name	Block No	Lot No	Zip	Status
<a href="#">List Violations</a>		Brooklyn		HERKIMER STREET		0093	11216	Enrolled
<a href="#">List Violations</a>		Brooklyn		HOWARD AVENUE		0068	11212	Enrolled
<a href="#">List Violations</a>		Brooklyn		KINGS HIGHWAY		0072	11223	Enrolled
<a href="#">List Violations</a>		Brooklyn		LEGION STREET		0010	11212	Enrolled
<a href="#">List Violations</a>		Brooklyn		SHORE PARKWAY SR NORTH		0001	11214	Enrolled

Select a building by clicking **List Violations** (in the first column). You must enter the registered 24 hour number and click ok to proceed.

Welcome nick\_inmediate

[Logout](#)

### eCertification

Home	eCertification Enrollment	eCertification	History	FAQ	
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Building Violations	Violation Correction Info	Verify and Confirm	Verification Info	eCertificate
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To retrieve violations that are currently within the valid date range to be certified as corrected, click the List Violations link for any enrolled building. To retrieve violations that are currently within the valid date range to be certified as corrected, click the List Violations link for any enrolled building. You can only certify violations for enrolled buildings. Please have the name and contact information of agents or employees who performed the work to correct the violation(s). Please have the name and contact information of agents or employees who performed the work to correct the violation(s).

	NDR Number						Zip	Status
<a href="#">List Violations</a>	127046						10463	Enrolled
<a href="#">List Violations</a>	104839						10260	Enrolled
<a href="#">List Violations</a>	121553						10022	Enrolled
...	116867						10045	Pending
<a href="#">List Violations</a>	109351						10021	Enrolled
<a href="#">List Violations</a>	104824						10020	Enrolled
...	106066	Manhattan	609	WEST 151 STREET	02090	0019	10021	Pending
<a href="#">List Violations</a>	107079	Manhattan	708	WEST 177 STREET	10212	0107	10022	Enrolled
<a href="#">List Violations</a>	103331	Manhattan	728	WEST 181 STREET	10216	0119	10033	Enrolled
<a href="#">List Violations</a>	416766	Queens	07-46	126 STREET	09024	0020	11418	Enrolled

Please enter the building's 24 hour confidential number.

To continue, Enter your building's 24 hour confidential telephone number which you listed on your building's registration:

OK Cancel

Please enter phone number in the following format XXX-XXX-XXXX.

Violations and failures available for certification will be listed. Select the violations to be certified by clicking in the left column. A check mark will appear for the selected violations. The right hand columns advise you if any of the heat or hot water violations are eligible for payment in satisfaction of civil penalties. See our Heat and Hot Water page for more information on this option. The left hand columns also advise if the violation is an HQS Failure, and if so, what the HQS Correction date is.

<b>Selected Address</b>	<b>MDR Number</b>	<b>Block</b>	<b>Lot</b>
1335 HANCOCK STREET Brooklyn 11237	332350	03392	0062



**WARNING: HPD MAY AUDIT THIS CERTIFICATION BY CONDUCTING AN INSPECTION. IF THE CONDITION IS FOUND TO NOT BE CORRECTED, THIS WILL BE CONSIDERED A FALSE CERTIFICATION. FALSE CERTIFICATION IS A CRIME! THE HOUSING MAINTENANCE CODE PROVIDES FOR A CRIMINAL PENALTY OF A FINE OF UP TO \$1000, IMPRISONMENT OF UP TO ONE YEAR, OR BOTH, FOR EACH WILLFULLY MADE FALSE OR MISLEADING STATEMENT. THE HOUSING MAINTENANCE CODE ALSO PROVIDES FOR A CIVIL PENALTY OF UP TO \$250 FOR EACH VIOLATION WILLFULLY FALSELY CERTIFIED.**

The eCertification application displays Housing Quality Standards (HQS) failures as well as Housing Maintenance Code violations. The listing below includes 1) open violation(s) that can be timely certified, 2) open HQS failures, and 3) open violation/HQS failure combinations where only the HQS failure can still be eCertified. Please note that Lead-based Paint violations and Alternative Enforcement Program (AEP) buildings mold and vermin violations cannot be certified using this online process. To view a complete list of open violations for this building [click here](#).

If a heat or hot water violation has  in the column labeled "Eligible for Satisfaction of Civil Penalties," you may choose to pay \$250 at the end of the certification process to settle civil penalties if the condition was corrected by the correction date. [Click here](#) or look at the back side of your Report of Violations for more detailed information about this settlement option.

Violation Id	Order No	Violation/Failure Description	Class	Issue Date	HMC Correct by Date	HMC Certify by Date	Eligible for Civil Penalties	HQS Failure	HQS Correct/ Certify by Date		
<input type="checkbox"/>	10617887	500		§ 26-1103 ADMIN. CODE: POST AND MAINTAIN A PROPER NOTICE ON WALL OF THE ENTRANCE STORY IN ENGLISH AND SPANISH ON THE AVAILABILITY OF THE AGENCY'S HOUSING INFORMATION GUIDE. A SAMPLE NOTICE CAN BE FOUND AT WWW.NYC.GOV/HPD. AT PUBLIC HALL, 1st STORY	A	03-06-2015	06-12-2015	06-26-2015	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	10632724	500		§ 26-1103 ADMIN. CODE: POST AND MAINTAIN A PROPER NOTICE ON WALL OF THE ENTRANCE STORY IN ENGLISH AND SPANISH ON THE AVAILABILITY OF THE AGENCY'S HOUSING INFORMATION GUIDE. A SAMPLE NOTICE CAN BE FOUND AT WWW.NYC.GOV/HPD., 1st STORY	A	03-17-2015	06-22-2015	07-06-2015	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	10646217	666		§ 27-2029 ADM CODE PROVIDE AN ADEQUATE SUPPLY OF HEAT FOR THE APARTMENT IN THE ENTIRE APARTMENT LOCATED AT APT 1R, 1st STORY, 2nd APARTMENT FROM WEST AT NORTH	C	03-25-2015	03-26-2015	04-07-2015	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>				§ 26-1103 ADMIN. CODE: POST AND							

# Violations Missing HMC Certify by Date

If a violation does not list HMC certify by date, the condition is only an HQS failure and is not a HPD violation.



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If a heat or hot water violation has  in the column labeled "Eligible for Satisfaction of Civil Penalties," you may choose to pay \$250 at the end of the certification process to settle civil penalties if the condition was corrected by the correction date. [Click here](#) or look at the back side of your Report of Violations for more detailed information about this settlement option.

<input type="checkbox"/>	Violation Id	Order No	Violation/Failure Description	Class	Issue Date	HMC Correct by Date	HMC Certify by Date	Eligible for Civil Penalties	HQS Failure	HQS Correct/ Certify by Date
<input type="checkbox"/>	9954612	502	§ 27-2005 ADM CODE PROPERLY REPAIR WITH SIMILAR MATERIAL THE BROKEN OR DEFECTIVE TESTING HQS..... AT AIR SHAFT	B	10-03-2013	11-13-2013	11-27-2013	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013
<input type="checkbox"/>	9954613	801	§ 27-2005 ADMIN. CODE: PROPERLY REPAIR THE BROKEN OR DEFECTIVE TESTING HQS..... AT AIR SHAFT	B	10-03-2013	11-13-2013	11-27-2013	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013
<input type="checkbox"/>	9954657	S998	BATHROOM NOT PRESENT LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	N/A	10-03-2013	N/A	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013
<input type="checkbox"/>	9954667	S998	BATHROOM NOT PRESENT LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	N/A	10-03-2013	N/A	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013
<input checked="" type="checkbox"/>	9954655	S995	NEIGHBORHOOD CONDITIONS SERIOUSLY AND CONTINUOUSLY ENDANGER THE HEALTH OR SAFETY OF THE RESIDENTS--EVIDENCE OF MUD SLIDES OR LARGE LAND SETTLEMENT OR COLLAPSE LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	N/A	10-03-2013	N/A	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013
<input checked="" type="checkbox"/>	9954658	S995	NO CERTIFICATION THAT REQUIRED LEAD-BASED PAINT WORK HAS BEEN COMPLETED. LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	N/A	10-03-2013	N/A	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013
<input type="checkbox"/>	9954659	S995	AIR QUALITY CONSIDERED DANGEROUS ACCORDING TO LOCAL HEALTH AND SAFETY DEPARTMENT REGULATIONS LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	N/A	10-03-2013	N/A	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013
<input type="checkbox"/>	9954660	S995	NEIGHBORHOOD CONDITIONS SERIOUSLY AND CONTINUOUSLY ENDANGER THE HEALTH OR SAFETY OF THE RESIDENTS--ABNORMAL AIR POLLUTION LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	N/A	10-03-2013	N/A	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013

1 | 2 | 3

Number of Violations Selected : 4

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Proceed With Selected Violation(s) >

# warning

If the violation is corrected after the “Correct by Date,” You will be able to certify the violation but it will be considered a late certification and you will receive a rejection email at the end of the process.



**WARNING: HPD MAY AUDIT THIS CERTIFICATION BY CONDUCTING AN INSPECTION. IF THE CONDITION IS FOUND TO NOT BE CORRECTED, THIS WILL BE CONSIDERED A FALSE CERTIFICATION. FALSE CERTIFICATION IS A CRIME! THE HOUSING MAINTENANCE CODE PROVIDES FOR A CRIMINAL PENALTY OF A FINE OF UP TO \$1000, IMPRISONMENT OF UP TO ONE YEAR, OR BOTH, FOR EACH WILLFULLY MADE FALSE OR MISLEADING STATEMENT. THE HOUSING MAINTENANCE CODE ALSO PROVIDES FOR A CIVIL PENALTY OF UP TO \$250 FOR EACH VIOLATION WILLFULLY FALSELY CERTIFIED.**

The eCertification application displays Housing Quality Standards (HQS) failures as well as Housing Maintenance Code violations. The listing below includes 1) open violation(s) that can be timely certified, 2) open HQS failures, and 3) open violation/HQS failure combinations where only the HQS failure can still be eCertified. Please note that Lead-based Paint violations and Alternative Enforcement Program (AEP) buildings mold and vermin violations cannot be certified using this online process. To view a complete list of open violations for this building [click here](#).

If a heat or hot water violation has  in the column labeled “Eligible for Satisfaction of Civil Penalties,” you may choose to pay \$250 at the end of the certification process to settle civil penalties if the condition was corrected by the correction date. [Click here](#) or look at the back side of your Report of Violations for more detailed information about this settlement option.

<input type="checkbox"/>	Violation Id	Order No	Violation/Failure Description	Class	Issue Date	HMC Correct by Date	HMC Certify by Date	Eligible for Civil Penalties	HQS Failure	HQS Correct/ Certify by Date
<input type="checkbox"/>	9954612	502	§ 27-2005 ADM CODE PROPERLY REPAIR WITH SIMILAR MATERIAL THE BROKEN OR DEFECTIVE TESTING HQS..... AT AIR SHAFT	B	10-03-2013	11-13-2013	11-27-2013	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013
<input type="checkbox"/>	9954613	801	§ 27-2005 ADMIN. CODE: PROPERLY REPAIR THE BROKEN OR DEFECTIVE TESTING HQS..... AT AIR SHAFT	B	10-03-2013	11-13-2013	11-27-2013	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013
<input type="checkbox"/>	9954657	5998	BATHROOM NOT PRESENT LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	N/A	10-03-2013	N/A	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013
<input type="checkbox"/>	9954667	5998	BATHROOM NOT PRESENT LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	N/A	10-03-2013	N/A	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013
<input checked="" type="checkbox"/>	9954655	5995	NEIGHBORHOOD CONDITIONS SERIOUSLY AND CONTINUOUSLY ENDANGER THE HEALTH OR SAFETY OF THE RESIDENTS--EVIDENCE OF MUD SLIDES OR LARGE LAND SETTLEMENT OR COLLAPSE LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	N/A	10-03-2013	N/A	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013
<input checked="" type="checkbox"/>	9954658	5995	NO CERTIFICATION THAT REQUIRED LEAD-BASED PAINT WORK HAS BEEN COMPLETED. LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	N/A	10-03-2013	N/A	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013
<input type="checkbox"/>	9954659	5995	AIR QUALITY CONSIDERED DANGEROUS ACCORDING TO LOCAL HEALTH AND SAFETY DEPARTMENT REGULATIONS LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	N/A	10-03-2013	N/A	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013
<input type="checkbox"/>	9954660	5995	NEIGHBORHOOD CONDITIONS SERIOUSLY AND CONTINUOUSLY ENDANGER THE HEALTH OR SAFETY OF THE RESIDENTS--ABNORMAL AIR POLLUTION LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	N/A	10-03-2013	N/A	N/A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013

1 | 2 | 3

Number of Violations Selected : 4

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Proceed With Selected Violation(s) >

# Rejection Email

From: noReply-eCertAdmin <noReply-eCertAdmin@hpd.nyc.gov>  
To: Cruickshank, Jude (HPD)  
Cc:  
Subject: Late Corrected Violations

Sent: Thu 8/13/2015 3:41 PM

Dear e-Certification Customer:

This email is in reference to the violations certified for 111 ARLINGTON AVENUE Staten Island 10303.

The date(s) you provided as the correction date(s) for the following violation(s) is/are past the required correction date(s):

Violation No Class Correct By Date Correction Date Submitted

10813948	C	8/12/2015	8/13/2015
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As a result of this, your certification is hereby REJECTED and the violation will remain open. If there is an error with the correction date you entered, you may submit a paper certification. Please click on the following links to obtain downloadable paper forms

[Certification Form- Non-Heat](#)

[Certification Form-Heat/Hot Water Violations](#)

Copies of the original Notice of Violation and certification document can be obtained by visiting your local Code Enforcement Office.

To have corrected violations of the HMC properly removed from HPD's records after the correction period has expired; you may file for a dismissal request inspection with your Borough Code Enforcement Office and pay the required fee. [Dismissal Request](#) forms are available on-line or at the HPD Borough Offices. Failure to correct and certify violation(s) properly may result in civil penalties imposed by the housing court.

If this is a class C violation, HPD may reinspect the violation, and if it is determined that there is work remaining to be done, HPD may complete the work. The full cost of such work, along with administrative fees and sales tax, will be charged to the building owner of record. The City is subject to laws governing procurement, contracting, wages and other matters that may make such work significantly more expensive than the price you could obtain if you perform or contract for the work yourself. Failure to pay this bill will result in the City of New York placing a tax lien against the property. The tax lien will bear interest and may be sold and/or foreclosed to collect the amount you owe.

**FALSE CERTIFICATION IS A CRIME! THE HOUSING MAINTENANCE CODE PROVIDES FOR A FINE OF UP TO \$1000, IMPRISONMENT FOR UP TO A YEAR, OR BOTH, FOR WILLFULLY SUBMITTING A FALSE STATEMENT.**

Thank you.

**ABOUT THIS MESSAGE: Please do not reply to this message. Replies to this message will not be read or responded to.**

# Violations Missing HQS Certify by Date

If a violation does not list HQS Certify by date, it is only an HPD violation and not an HQS failure.



Violation Id	Order No	Violation/Failure Description	Class	Issue Date	HMC Correct by Date	HMC Certify by Date	Eligible for Civil Penalties	HQS Failure	HQS Correct/Certify by Date
<input type="checkbox"/> 9955335	004	§ 213, SUBD. 5 M/D LAW DISCONTINUE USE OF INTERIOR ROOM FOR LIVING OR PROVIDE A SINGLE OPENING OF AT LEAST 60 PERCENT OF AREA OF THE PARTITION TO ROOM HAVING WINDOW OPENING DIRECTLY TO STREET OR YARD TESS IN THE ENTRANCE LOCATED AT APT E4, 5th STORY, 1st APARTMENT FROM NORTH AT EAST	A	09-18-2013	01-21-2014	02-04-2014	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> 9955328	501	§ 27-2005 ADM CODE PROPERLY REPAIR THE BROKEN OR DEFECTIVE TESS IN THE 2nd BEDROOM 3 FROM NORTH AT WEST LOCATED AT APT E1, 5th STORY, 2nd APARTMENT FROM SOUTH AT WEST	B	09-18-2013	11-22-2013	12-06-2013	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/13/2013
<input type="checkbox"/> 9955360	570	§ 27-2018 ADMIN. CODE: ABATE THE NUISANCE CONSISTING OF BEDBUGS LOCATED AT APT A1, 1st STORY	B	09-18-2013	11-22-2013	12-06-2013	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/13/2013
<input type="checkbox"/> 9955362	568	§ 27-2018 ADMIN. CODE: ABATE THE NUISANCE CONSISTING OF ROACHES LOCATED AT APT A1, 1st STORY	B	09-18-2013	11-22-2013	12-06-2013	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/13/2013
<input type="checkbox"/> 9955337	570	§ 27-2018 ADMIN. CODE: ABATE THE NUISANCE CONSISTING OF BEDBUGS IN THE ENTRANCE LOCATED AT APT E4, 5th STORY, 1st APARTMENT FROM NORTH AT EAST	B	09-18-2013	11-22-2013	12-06-2013	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/13/2013
<input type="checkbox"/> 9955063	502	§ 27-2005 ADM CODE PROPERLY REPAIR WITH SIMILAR MATERIAL THE BROKEN OR DEFECTIVE TESS IN THE 1st LIVING ROOM FROM EAST LOCATED AT APT A8, 1st STORY, 3rd APARTMENT FROM NORTH AT EAST	B	09-18-2013	11-22-2013	12-06-2013	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/13/2013 10/13/2013
<input type="checkbox"/> 9955065	501	§ 27-2005 ADM CODE PROPERLY REPAIR THE BROKEN OR DEFECTIVE TESS IN THE 1st LIVING ROOM FROM EAST LOCATED AT APT A8, 1st STORY, 3rd APARTMENT FROM NORTH AT EAST	B	09-18-2013	11-22-2013	12-06-2013	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/13/2013 10/13/2013
<input type="checkbox"/> 9955069	701	§ 27-2045, 2046 ADM CODE PROVIDE AN APPROVED AND OPERATIONAL SMOKE DETECTING DEVICE, INSTALLED IN ACCORDANCE WITH DEPARTMENT OF BUILDINGS RULES AND REGULATIONS TESS IN THE 1st LIVING ROOM FROM EAST LOCATED AT APT A8, 1st STORY, 3rd APARTMENT FROM NORTH AT EAST	B	09-18-2013	11-22-2013	12-06-2013	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/13/2013 10/13/2013

# Verification Notice

Once you select the violations/Failures for certification, you will get a confirmation message.

**OR MISLEADING STATEMENT. THE HOUSING MAINTENANCE CODE ALSO PROVIDES FOR A CIVIL PENALTY OF UP TO \$250 FOR EACH VIOLATION WILLFULLY FALSELY CERTIFIED.**

The eCertification application displays Housing Quality Standards (HQS) failures as well as Housing Maintenance Code violations. The listing below includes 1) open violation(s) that can be timely certified, 2) open HQS failures, and 3) open violation/HQS failure combinations where only the HQS failure can still be eCertified. Please note that Lead-based Paint violations and Alternative Enforcement Program (AEP) buildings mold and vermin violations cannot be certified using this online process. To view a complete list of open violations for this building [click here](#).

If a heat or hot water violation has  in the column labeled "Eligible for Satisfaction of Civil Penalties," you may choose to pay \$250 at the end of the certification process to settle civil penalties if the condition was corrected by the correction date. [Click here](#) or look at the back side of your Report of Violations for more detailed information about this settlement option.

<input type="checkbox"/>	Violation Id	Order No	Violation/Failure Description	Class	Issue Date	HMC Correct by Date	HMC Certify by Date	Eligible for Civil Penalties	HQS Failure	HQS Correct/ Certify by Date
<input checked="" type="checkbox"/>	9954698	501	§ 27-2005 ADM CODE PROPERLY REPAIR THE BROKEN OR DEFECTIVE TEST IN THE ENTIRE APARTMENT LOCATED AT APT 155, 5th STORY	A	10-09-2013	01-12-2014	01-26-2014	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	9954704	591	§ 27-2026 ADM CODE RESET, SO AS TO SECURE A PROPER AND TIGHT CONNECTION, THE WATER CLOSET BOWL CCC AT 3rd ALL PUBLIC AREAS FROM EAST, 2nd STORY	A	10-09-2013	01-12-2014	01-26-2014	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	9954598	899	§ 27-2026 ADMIN. CODE: REPAIR BY CLOSING SO AS TO BE GAS TIGHT ALL OPENINGS IN THE TESTING HQS..... AT AIR INTAKE	B	10-03-2013	11-13-2013	11-27-2013	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	9954614	899	§ 27-2026 ADMIN. CODE: REPAIR BY CLOSING SO AS TO BE GAS TIGHT ALL OPENINGS IN T SHAFT	B	10-03-2013	11-13-2013	11-27-2013	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	9954616	503	§ 27-2005 ADM PROPERLY REPA DEFECT TESTIN PASSAGEWAY					<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	9954699	502	§ 27-2005 ADM WITH SIMILAR DEFECTIVE BBB IN THE ENTIRE APARTMENT LOCATED AT APT 155, 5th STORY					<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	9954703	599	§ 27-2026 ADM CODE REPAIR BY CLOSING SO AS TO BE GAS TIGHT ALL OPENINGS IN THE CCC AT 3rd ALL PUBLIC AREAS FROM EAST, 2nd STORY	B	10-09-2013	11-13-2013	11-27-2013	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	9954623	726	§ 27-2059 ADM CODE DISCONTINUE USE OF INTERIOR ROOM FOR LIVING OR PROVIDE AN ALCOVE OPENING OF AT LEAST 32# SQ FT TO ROOM HAVING A WINDOW OPENING DIRECTLY TO STREET OR YARD TESTING HQS.... IN THE 2nd BEDROOM FROM EAST LOCATED AT APT 3J, 2nd STORY, 2nd APARTMENT FROM NORTH AT EAST	A	10-03-2013	01-12-2014	01-26-2014	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/28/2013 10/28/2013

**Confirm to proceed**

**There are 17 violations on 3 separate pages. Are you sure you would like to proceed with the selected 3 violations?**

Yes
No

Enter the correction date and the information about who corrected the condition. Once you enter a Vendor, you can select that same vendor from the dropdown during the same eCertification session. You need only to enter a vendor name or an individual's name. For HQS failures without an HMC Certify by date, vendor information is not required.

eCertification

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**Selected Address** | **MDR Number** | **Block** | **Lot**

KINGS HIGHWAY Brooklyn 11223

Please enter the correction date for all items listed which you wish to certify. Please provide the information about the vendor/repair person as required (this information is NOT required if the condition was cited only as a failure of Housing Quality Standards).  
 \* indicates required fields.

Violation Id	Violation/Failure Description	Correction Date	Vendor Name	Vendor Address	Vendor Contact
10516636	§ 27-2005 ADM CODE REFIT WOODEN APARTMENT ENTRANCE DOOR. LOCATED AT APT 2, 2nd STORY, 1st APARTMENT FROM EAST AT SOUTH	<input type="text"/>	<input type="text"/>	* House #: <input type="text"/> * Street: <input type="text"/> * City: <input type="text"/> * State: <input type="text"/> * Zip: <input type="text"/>	* Phone: <input type="text"/> First Name: <input type="text"/> Last Name: <input type="text"/>
10525498	§ 27-2005 ADM CODE PROPERLY REPAIR THE BROKEN OR DEFECTIVE INTERCOM SYSTEM FROM VESTIBULE TO THE APT LOCATED AT APT 2, 2nd STORY, 1st APARTMENT FROM EAST AT SOUTH	<input type="text"/>	<input type="text"/>	* House #: <input type="text"/> * Street: <input type="text"/> * City: <input type="text"/> * State: <input type="text"/> * Zip: <input type="text"/>	* Phone: <input type="text"/> First Name: <input type="text"/> Last Name: <input type="text"/>
10603901	§ 27-2005 ADM CODE PROPERLY SECURE THE LOOSE BELL BUZZER AT DOOR FRAM IN THE ENTRANCE LOCATED AT APT 2, 2nd STORY, 1st	<input type="text"/>	<input type="text"/>	* House #: <input type="text"/> * Street: <input type="text"/> * City: <input type="text"/> * State: <input type="text"/> * Zip: <input type="text"/>	* Phone: <input type="text"/> First Name: <input type="text"/> Last Name: <input type="text"/>

# Updated Form

## eCertification

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Enrolled Buildings	Building Violations	Violation Correction Info	Verify and Confirm	Verification Info	eCertificate	Payments

<b>Selected Address</b>	<b>MDR Number</b>	<b>Block</b>	<b>Lot</b>
KINGS HIGHWAY Brooklyn 11223			

Please enter the correction date for all items listed which you wish to certify. Please provide the information about the vendor/repair person as required (**this information is NOT required if the condition was cited only as a failure of Housing Quality Standards**).

\* indicates required fields.

Violation Id	Violation/Failure Description	Correction Date	Vendor Name	Vendor Address	Vendor Contact
10516636	§ 27-2005 ADM CODE REFIT WOODEN APARTMENT ENTRANCE DOOR, LOCATED AT APT 2, 2nd STORY, 1st APARTMENT FROM EAST AT SOUTH	03/24/2015	Jc	* House #: 662 * Street: East 21 ST * City: Brooklyn * State: NY * Zip: 11210	* Phone: 212-555-5555 First Name: Last Name:
10525498	§ 27-2005 ADM CODE PROPERLY REPAIR THE BROKEN OR DEFECTIVE INTERCOM SYSTEM FROM VESTIBULE TO THE APT LOCATED AT APT 2, 2nd STORY, 1st APARTMENT FROM EAST AT SOUTH	03/24/2015	Jc	* House #: 662 * Street: East 21 ST * City: Brooklyn * State: NY * Zip: 11210	* Phone: 212-555-5555 First Name: Last Name:
10603901	§ 27-2005 ADM CODE PROPERLY SECURE THE LOOSE BELL BUZZER AT DOOR FRAME IN THE ENTRANCE LOCATED AT APT 2, 2nd STORY, 1st APARTMENT FROM SOUTH AT WEST	03/24/2015	Jc	* House #: 662 * Street: East 21 ST * City: Brooklyn * State: NY * Zip: 11210	* Phone: 212-555-5555 First Name: Last Name:

Review the summary, which now includes your entered information. If the information is correct, click the statement verifying that you are the authorized certifier and submit. Only the person whose name appears here should be processing this certification.

Welcome [REDACTED]

[Logout](#)

eCertification

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Selected Address	MDR Number	Block	Lot

Violation Id	Violation Description	Correction Date	Vendor Name	Vendor Address	Vendor Contact
9954704	§ 27-2026 ADM CODE RESET, SO AS TO SECURE A PROPER AND TIGHT CONNECTION, THE WATER CLOSET BOWL CCC AT 3rd ALL PUBLIC AREAS FROM EAST, 2nd STORY	11-15-2013	John Smith	662 East 22 St Brooklyn NY 11226	Phone : 212-555-5555 Name :
9954614	§ 27-2026 ADMIN. CODE: REPAIR BY CLOSING SO AS TO BE GAS TIGHT ALL OPENINGS IN THE TESTING HQS..... AT AIR SHAFT	11-15-2013	John Smith	662 East 22 St Brooklyn NY 11226	Phone : 212-555-5555 Name :
9954655	NEIGHBORHOOD CONDITIONS SERIOUSLY AND CONTINUOUSLY ENDANGER THE HEALTH OR SAFETY OF THE RESIDENTS--EVIDENCE OF MUD SLIDES OR LARGE LAND SETTLEMENT OR COLLAPSE LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	11-15-2013			Phone : Name :
9954658	NO CERTIFICATION THAT REQUIRED LEAD-BASED PAINT WORK HAS BEEN COMPLETED, LOCATED AT APT 3D, STORY 966, LOCATION , OFFSET	11-15-2013			Phone : Name :

I, [REDACTED], by clicking on the Submit button and checkbox, certify that:

- i. I am the authorized eCertifier.
- ii. I have not shared my HPD login or password with anyone and am responsible for the entries made in this online document.
- iii. I have personally reviewed all information contained in this document and it is true, correct and complete to the best of my knowledge.
- iv. I have examined the areas and conditions identified by the violations being certified as corrected and, to my knowledge, such violations and Section 8 failures were corrected on the date provided by me.

[< Back](#)

[Submit](#)

Select whether you want to receive the verification code by e-mail or phone. The email address and the phone number you provided during enrollment will be the ones used.

## eCertification

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### Verification Code Delivery :

A one-time verification code will be delivered to your choice of either the email or phone number provided on your current enrollment form. Please select your preference below.

Email  Phone

Email: setareh@hpd.nyc.gov

Submit

Back

You will momentarily be receiving either an email or telephone call with the verification code required to complete this transaction. This is the only time you will use this code, so there is no need to retain it.

If you selected telephone verification, please remember to answer with a clear audible response, such as 'Hello' so that the system will recognize that a 'live person' has picked up.

# Sample verification message

The image shows a Microsoft Word window titled "Verification Code Delivery - Message". The window has a blue title bar and a standard menu bar (File, Edit, View, Insert, Format, Tools, Table, Window, Help). Below the menu bar is a ribbon with various icons for editing and formatting. The main content area displays an email message with the following text:

-----Original Message-----  
From: VerificationCodeServices [mailto:VerificationCodeServices@hpd.nyc.gov]  
Sent: Monday, December 13, 2010 1:40 PM  
To: Setarehshenas, Elissa  
Subject: Verification Code Delivery

Note: This is a service message regarding the Verification Code you requested.

Your Verification Code is: 9732903.

This code will expire soon so please enter it in the appropriate field online as soon as possible.  
Please return to the online page where you requested the code and enter it now.

Thank you for being a valued HPD client.

—

The bottom of the image shows the Windows taskbar with the Start button and several open applications: Certify Vol..., Inbox - Mi..., Microsoft..., DLC3 - EX..., FW: Verific..., and Verificatio... The system clock shows 1:41 PM.

# Enter verification code and click Next

NYC  
OCV  
Office of City Verification

Search | Email Updates | Contact Us

Residents | Business | Visitors | Government | Office of the Mayor

NYC™ Department of Housing Preservation & Development

110,000

Welcome [redacted] [Logout](#)

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**Verification Code Delivery :**

A one-time verification code will be delivered to your choice of either the email or phone number provided on your current enrollment form. Please select your preference below. A one-time verification code will be delivered to your choice of either the email or phone number provided on your current enrollment form. Please select your preference below.

Email  Phone

Email:

You will momentarily be receiving either a text message or an email. This is the only time you will use this code, so the code is only valid for one use.

If you selected telephone verification, please make sure you are in a 'live person' that a 'live person' has picked up.

**Enter your verification code**

 Verification Code :

A preview of the final eCertification document will momentarily appear. Depending on your browser settings, the pdf may appear in a separate window. Please review the document carefully and confirm that the information is accurate, then click the Submit button at the top of the page to proceed.

VIEW SITE MAP

Copyright 2010 The City of New York

# COMPLETING THE PROCESS

- ▣ A pending copy of your eCertification will appear.
- ▣ Again, review the document carefully. If there are errors, go back and correct them before clicking in the check box at the top with the verification statement and clicking Submit.
- ▣ A final copy, without the PENDING watermark, will appear.

# PENDING COPY

## Pending Copy of eCertification

This is a DRAFT of the eCertification document. Please review the document carefully and confirm that the information is accurate. Close this PDF (if it opened in another browser) or look above (if you are still in the application). You must click in the box in front of the affirmation statement, then click Submit to finalize your eCertification. You may click on the Back button if you need to make corrections.

By submitting, I agree that all information entered was done accurately & truthfully Submit >

< Back



Department of Housing Preservation Development  
100 Gold Street  
New York, NY 10038

Water Mark

### Online Certification of Correction of Violation(s)



Building Location:	PENDING	PENDING	MDR :	332350
Authorized Certifier:	[Redacted]			

Apartment #	Violation #	Order #	Class	NOV ID #	ISSUE DATE	HMC CORRECT BY DATE	HMC CERTIFY BY DATE
1R	10646217	666	C	5082312	25-Mar-2015	26-Mar-2015	07-Apr-2015

#### VIOLATION DESCRIPTION

§ 27-2029 ADM CODE PROVIDE AN ADEQUATE SUPPLY OF HEAT FOR THE APARTMENT IN THE ENTIRE APARTMENT LOCATED AT APT 1R, 1st STORY, 2nd APARTMENT FROM WEST AT NORTH

DATE CORRECTED	NAME OF AGENT OR EMPLOYEE WHO PERFORMED THE WORK	ADDRESS OF AGENT OR EMPLOYEE WHO PERFORMED THE WORK
----------------	--	---

# FINAL COPY - Your certification has been received and is processed by HPD.

Home	eCertification Enrollment	eCertification	History	FAQ		
Enrolled Buildings	Building Violations	Violation Correction Info	Verify and Confirm	Verification Info	eCertificate	Payments

**Thank you for submitting your eCertification document to HPD where it will be stored in a secure document repository. Your confirmation number for this transaction is : 100015g1ydi. You are encouraged to save a copy of this document in electronic and paper format. A copy is also available online and is accessible via the 'History' tab in the navigation bar.**

Return >

**Final Copy of eCertification**

**Please print or save a copy of this eCertification Session Record and save for your records**



**NYC**  
Department of Housing Preservation & Development  
nyc.gov/hpd

Department of Housing Preservation Development  
100 Gold Street  
New York, NY 10038

**Online Certification of Correction of Violation(s)**

Building Location:	648 HOWARD AVENUE Brooklyn NY 11212	MDR :	375017
Authorized Certifier:	[REDACTED]		

Apartment #	Violation #	Order #	Class	NOV ID #	ISSUE DATE	HMC CORRECT BY DATE	HMC CERTIFY BY DATE
	10635032	672	C	5077252	18-Mar-2015	28-Mar-2015	02-Apr-2015

**VIOLATION DESCRIPTION**

§ 27-2033 ADM CODE PROVIDE READY ACCESS TO BUILDINGS HEATING SYSTEM , DOOR LOCK AT CELLAR

DATE CORRECTED	NAME OF AGENT OR EMPLOYEE WHO PERFORMED THE WORK	ADDRESS OF AGENT OR EMPLOYEE WHO PERFORMED THE WORK
24-Mar-2015	jc John Smit	662 East 22 St Brooklyn NY 10038

**HEAT AND HOT WATER:** If you selected violations which are eligible for payment, the following screen will come up, asking if you wish to pay.

### **VIOLATIONS ELIGIBLE FOR SETTLEMENT**



**Thank you for submitting your eCertification document to HPD, where it will be stored in a secure document repository. Your confirmation number for this eCertification is 100015g2jqa. You are encouraged to save a copy of this document. You should have received an email with a copy attached. A copy is also available via the 'History' tab related to this building's eCertification activity, in the event you did not receive the email or require retrieval of the document at a later time.**



**As per the Housing Maintenance Code, you are subject to a civil penalty of \$250 per day each for the heat and hot water related violations. The penalties accrue since the posting of the heat and hot water violation.**

**Since you corrected the condition timely, you may choose to settle these penalties at this time for \$250 by using a credit card. There is a 2.49% convenience(non-refundable) fee for the payment by credit card.**

**If you wish to certify and pay but not use a credit card, please submit the Notice of Violation (NOV) you received with a money order or certified check by the certification date to the HPD Borough Office noted on the NOV.**

**If you do not wish to pay, HPD may seek civil penalties in Housing Court.**

**Please select 'Pay' or 'Do Not Pay' Button to continue.**

**Pay**

**Do Not Pay**

If you do wish to pay, select which violations you wish to process payment for. There is a convenience fee of 2.49% for all credit card transactions. You can also pay by e-check.

Welcome Elissa Setarehshenas

[Logout](#)

eCertification

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 Payments

Click in the pay column next to the violation(s) that you wish to pay. The total amount due will be calculated. Then click the 'Continue' button.

Violation No.	Violation Type	Amount Due	Payment Status	Pay
10646217	HEAT	\$250	Certified: Eligible for Payment	<input checked="" type="checkbox"/>

No. of Violations Selected:

Total Amount Due:

# Payment entry and confirmation screens will be displayed, starting with the one below. Enter all appropriate information.

## Payment Entry

The City of New York offers multiple payment options. As a convenience to you, the City of New York accepts credit and debit cards. If you choose to pay with a credit or debit card, you will be charged a fee of 2.49% of the payment amount. **This fee is nonrefundable.** You will see this amount before you check out. The fee will be shown as a separate charge on your credit or debit card statement, and the New York City Department of Finance will be the merchant. If you pay by E-Check, you will **not** be charged a fee.

You will be asked on the next page to agree to Terms and Conditions governing the use of this website, as well as the services accessed from it. If you choose not to accept the [Terms and Conditions](#), by declining to click "I Agree" on the next page, you will not be able to make a payment on this site and none of your personal information that you insert below will be transmitted or retained by the City of New York.

Payment Method:

Credit or Debit Card

### Card Information

Card Number

Expiration Date

Month  Year

Card Identification Code

The City of New York is committed to providing multiple convenient payment methods to its customers. Visa, MasterCard, Discover, and American Express credit and debit cards may be used to make payments on this site.

### Billing Information

Name

Country

United States

Address

City

State

New York

Zip

Phone

Email

Re-Enter Email

If you are paying with a credit or debit card, please make sure that the

# You will receive two payment receipts, one confirming your billing information and one confirming satisfaction of the violation.

## Payment Confirmation

Please scroll down and click on the "Process Payment" button. Your payment will not be processed until you click on the button.

Borough : Staten Island  
House Number :   
Street Name : FR CAPODANNO BOULEVARD  
MDR Number :

Violation Number	Description	Amount
9956987	Heat violation fee	\$250.00
	Payment Amount:	\$250.00
	Convenience Fee:	\$6.22
	<b>Total Payment Amount:</b>	<b>\$256.22</b>

If you are paying with a credit or debit card, a convenience fee has been added to your total bill and will be processed as a separate charge to your card. The amount of this fee is shown above. **This fee is nonrefundable.**

### Card Information

Card Number \*\*\*\*\*0102  
Expiration Date 2/15



### Billing Information

Name Dhillon  
Country US  
Address 45 water st  
City NYC  
State NY

HPD Credit Card Payment Receipt

HPD Transaction # 17306  
CC Transaction # 4005220426  
Customer Name andrew jackson  
Address 100 gold street NY 10038  
Credit Card Type MasterCard \*\*\*\*\*0102  
Email [REDACTED]@hpd.nyc.gov  
Bldg ID 812344  
MDR # 501229

The Heat and /or Hot Water Violation Payment, in satisfaction of civil penalties at [REDACTED] WELLINGTON COURT Staten Island 10314, has been accepted for

	<u>Amount</u>
Violation(s)# 9626917,9626919	500.00
Service Charge:	12.45
<b>Total</b>	<b>\$512.45</b>

You can then choose to print your confirmation document (eCertification receipt) or return to the list of your buildings (return to the application).

The screenshot shows a web browser window displaying an ePayment Receipt page. The browser's address bar shows the URL: <https://webapps.hpdnyc.org/text/eSignature/Login.aspx>. The page header includes the NYC logo and the text "Department of Housing Preservation & Development". Below the header, the user's name "andrew jackson" is displayed. The main content area features two links: a red link labeled "View Certification Document" and a blue link labeled "Click here to return to the application". The browser's taskbar at the bottom shows the system tray with the date and time: 2:55 PM 5/26/2013.

File Edit View Favorites Tools Help  
Suggested Sites Web Slice Gallery  
Search | Email updates | Contact us  
Residents Business Visitors Government Office of the Mayor  
NYC Department of Housing Preservation & Development  
andrew jackson  
ePayment Receipt  
Logout  
[View Certification Document](#)  
[Click here to return to the application](#)  
https://webapps.hpdnyc.org/text/eSignature/Login.aspx  
100%  
2:55 PM 5/26/2013

- If you choose to print your confirmation, you will be returned to this page. Your eCertification has now been accepted by HPD.

**Certify Violations - Microsoft Internet Explorer provided by NYC HPD**

http://gv-lls-wbapqa08/eSignature/CertifyViolations.aspx

File Edit View Favorites Tools Help

McAfee

Certify Violations

**NYC** Department of Housing Preservation & Development **110,000**

Welcome rick immediato [Logout](#)

**eCertification**

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Enrolled Buildings Building Violations Violation Correction Info Verify and Confirm Verification Info eCertificate

**DOCUMENT ACKNOWLEDGEMENT**

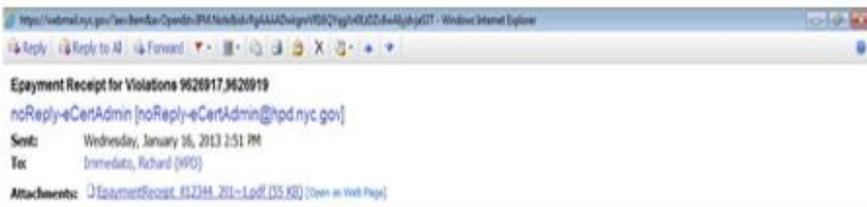
**Thank you for submitting your eCertification document to HPD where it will be stored in a secure document repository. Your confirmation number for this transaction is : Thank you for submitting your eCertification document to HPD where it will be stored in a secure document repository. Your confirmation number for this transaction is : 100015avutb. You are encouraged to save a copy of this document in electronic and paper format. A copy is also available via the 'History' tab in the navigation bar. You are encouraged to save a copy of this document in electronic and paper format. A copy is also available online and is accessible via the 'History' tab in the navigation bar.**

If you have more violation(s) to certify click 'Return' or select another option from the navigation bar above. [Return >](#)

Please print or save a copy of this eCertification Session Record and save for your records

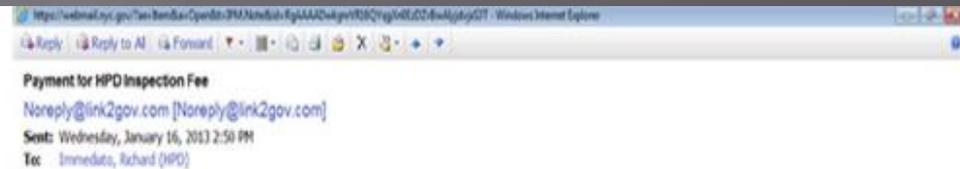
start DLC3 - EXTRA... Microsoft Pow... Inbox - Micros... Certify Violatio... Verification Co... Local intranet 100% 6:15 PM

# The following two e-mails will be sent if you make a payment



Attached is a receipt of payment for Heat/Hot Water Violation(s)# 9626917,9626919. If you wish to eCertify additional HPD violations for another building, click on <http://www.nyc.gov/html/hpd/html/owners/e-certification.shtml>.

**ABOUT THIS MESSAGE:** Please do not reply to this message. Replies to this message will not be read or responded to.



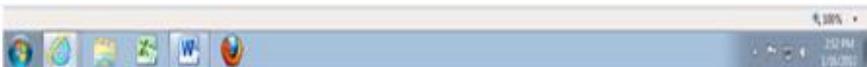
This e-mail will serve as confirmation that your payment was received.

The transaction information is listed below:

Confirmation Number:	4005220426
Date and Time:	01/16/2013 01:56 PM CST
Payment Amount:	\$500.00
Convenience Fee:	\$12.45
Total Amount Paid:	\$512.45
Payment Method Code:	MC
Account Last Four:	99249
Payment ID:	00096269170009626919

Please Keep This For Your Records.

The information contained in this message is proprietary and/or confidential. If you are not the intended recipient, please: (i) delete the message and all copies; (ii) do not disclose, distribute or use the message in any manner; and (iii) notify the sender immediately. In addition, please be aware that any message addressed to our domain is subject to archiving and review by persons other than the intended recipient. Thank you.



# Troubleshooting

- ▣ I submitted my 24 hour number and have not received the verification codes. . Make sure you are using Microsoft Internet Explorer
- ▣ I printed the certification and realized that I submitted the wrong information. Sign in to eCertification select Enrollment Tab then select Update Contact Info - Cancel or Dis-enroll
- ▣ I am not able to proceed to the final document. Make sure you are using Microsoft Internet Explorer
- ▣ I have questions about enrollment; who can I contact? Questions about eCertification can be directed to [ecertadmin@hpd.nyc.gov](mailto:ecertadmin@hpd.nyc.gov)