



## New York City Economic Development Corporation Online Certifier Account Authorization Form

This form identifies a Project Company's Certifier for purposes of establishing the Certifier Online Services account with the New York City Economic Development Corporation (NYCEDC). The Certifier can only be a Principal, Officer, Director or other Authorized Representative able to act on behalf of the Company and/or as defined in your Agreement with NYCEDC, NYCIDA or Build NYC.

Once your account is created, NYCEDC will send an email to the Certifier with a link to the password creation page to complete the enrollment process. If you have questions about this form we can be reached by phone at 212-312-3963 or by email at ComplianceReporting@nycedc.com.

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### COMPLETE STEPS 1 & 2 and SIGN THE FORM BELOW

**STEP 1: PROJECT COMPANY NAME:** \_\_\_\_\_

**STEP 2: CERTIFIER DESIGNATION**

*(To be completed by an Authorized Representative of the Project Company named above.)*

I, \_\_\_\_\_, warrant that the person named above has the authority to act as Certifier on behalf of the Project Company. I further warrant that the person named above will comply with all the responsibilities and requirements of a Certifier as defined by NYCEDC, NYCIDA and/or Build NYC, on behalf of said Project Company.

\_\_\_\_\_  
Name of Certifier

\_\_\_\_\_  
Title of Certifier

\_\_\_\_\_  
Email Address

**\* Your Email Address will be your NYCEDC Online Reporting System User ID.**

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please check this box to continue receiving postal mail notifications from the NYCEDC.

**Please return via mail to:**  
New York City Economic Development Corporation  
Attn: Compliance Unit  
110 William Street, 3<sup>rd</sup> FL.  
New York, NY 10038

**Via fax:** 212-618-5738 **Via email:** ComplianceReporting@nycedc.com