
From: BIC Notifications (BIC)
Sent: Tuesday, July 05, 2016 4:21 PM
To: BIC Notifications (BIC)
Subject: NYC BIC Notification - Business Community Portal is Live - IMPORTANT PLEASE READ

Importance: High

Dear Licensees:

As you were previously advised, today was the launch of BIC's Business Community Portal (BCP). Please check your email in box for your account login information. If you did not receive an email advising you to set your account password, please email portalsupport@bic.nyc.gov with your company name and callback number ASAP so we can resolve the matter.

The BCP alters the way the customer register data is submitted, by requiring Licensees to update their registers on a **monthly basis**. Those licensees who have been granted exemptions from the register requirement must submit a monthly exemption request via the BCP. Remember to always keep your email address updated with BIC, as this is the primary means of communication and entry into the BCP.

Register Submissions

BIC has imported as much data as possible from the last customer register submission. Because of the new systems stringent standards of data quality, not all of your data may have been migrated to the new system. As such, you must complete all data updates and certifications of changes by **Friday, October 7, 2016**. After that date, BIC requires licensees to update their customer information and certify changes on a monthly basis.

Register Exemptions

Licensees with exemptions from the customer register reporting requirement will be required to login to the portal on a **monthly basis to recertify their exemption status**.

Remember you are exempt if:

- You only haul C&D Material.
- You have no customers that you've serviced within the five boroughs.

Questions / How-To

For questions or help, please utilize BIC's How-To videos on BIC's Youtube Channel, linked [Here](#) . or email portalsupport@bic.nyc.gov with your question. Please leave a name and number so that we may reach you via phone if necessary.

Please Note this is an unmonitored mailbox

City of New York
Business Integrity Commission
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