



Florida's Warmest Welcome

City of Pompano Beach
Department of Development Services
Building Inspections Division

100 W. Atlantic Blvd Pompano Beach, FL 33060
Phone: 954.786.4669 Fax: 954.786.4677

CHANGE OF ARCHITECT | ENGINEER

Permit No(s): _____ Date: _____
Job Address: _____ Pompano Beach, FL _____ (Zip Code)
Project Name: _____
Description of Work: _____
Owner's | Agent's Name: _____ Phone No: _____
Owner's Address: _____ City: _____, State: _____ (Zip Code) _____
Owner's Email: _____

- 1. A successor registered architect or professional engineer seeking to reuse already sealed contract documents, specifications and/or calculations under the successor registered architect's and/or professional engineer's seal must be able to document and produce upon request evidence that he has in fact recreated all the work done by the original registered architect and/or professional engineer.
2. A successor registered architect or professional engineer must use his own title block, seal and signature and must remove the title block, seal and signature of the original registered architect or professional engineer before sealing, signing and dating any sealed contract documents, specifications and/or calculations.
3. Prior to sealing, signing and dating work, a successor registered architect or professional engineer shall be required to notify the original registered architect or professional engineer, his successors, or assigns by certified letter or other verifiable communication to the last known physical or electronic address of the original registered architect or professional engineer of the successor's intention to use or reuse the original registered architect's or professional engineer's work.

Current Architect-of-Record
Name: _____ Lic No: _____
Firm Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone No: _____ Email: _____
Check all that apply:
Arch Civil Struct Mech Elect Plumb

Current Engineer-of-Record
Name: _____ Lic No: _____
Firm Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone No: _____ Email: _____
Check all that apply:
Arch Civil Struct Mech Elect Plumb

Successor Architect-of-Record
Name: _____ Lic No: _____
Firm Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone No: _____ Email: _____
Check all that apply:
Arch Civil Struct Mech Elect Plumb

Successor Engineer-of-Record
Name: _____ Lic No: _____
Firm Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone No: _____ Email: _____
Check all that apply:
Arch Civil Struct Mech Elect Plumb

HOLD HARMLESS STATEMENT

I agree to hold the City of Pompano Beach, its employees, agents and authorized personnel, harmless and relieve them from any responsibility or liability for any legal action or damage, cost or expense, including but not limited to attorney's fees resulting from the processing of any of the foregoing requests. I furthermore assume responsibility for corrections, if required, of work performed under the permit for which I am requesting a change in the design professional. I also certify that I have read the provisions of the Florida Administrative Code, Chapter 61G1-18 (Architects) and/or 61G15-27 (Engineers) and understand the requirements as outlined.

X _____
Signature of Property Owner or Agent

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me, by means of physical presence or online notarization this day of _____, 20 by:

X _____
Signature of Architect or Engineer

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me, by means of physical presence or online notarization this day of _____, 20 by:



(Type/Print Name as property Owner or Agent)
who is Personally Known or Produced Identification
Type of Identification Produced
(NOTARY PUBLIC SIGNATURE for Owner or Agent Name)
(Name of Acknowledger Typed, Printed or Stamped)

(Type/Print Name as Architect or Engineer)
who is Personally Known or Produced Identification
Type of Identification Produced
(NOTARY PUBLIC SIGNATURE for Architect or Engineer)
(Name of Acknowledger Typed, Printed or Stamped)

