



Letter of Assurance

Project Name _____

Project Address _____

The documents you have submitted on the above referenced project do not have an architect's/engineer's seal on the plans. In order for this office to recognize you as the *Designer of Record*, you will need to provide the following assurances:

I, _____, confirm that:
(Print or Type Name)

I am competent in the design of architectural, structural, civil, electrical, mechanical and plumbing systems for a project of this size and type either by reason of my education and/or experience.

Signature

Date