

CHANGE OF ARCHITECT / ENGINEER

HOLD HARMLESS FORM

In the event of a change of architect or engineer on record for a permit, Florida Statutes 471 and 481, and F.A.C. 61G15-27.001 and 61G1-18.002 shall apply.

- For a change of architect/engineer within the same organization, plans need not be redrawn, nor a new title block added. Plans will need to be reviewed to determine that it is in compliance with all applicable codes, rules and regulations and signed and sealed by the new architect/engineer.
- Architects/Engineers who adopt the work of another architect/engineer outside their organization, must recreate the work done to produce the original calculations. The original architect or engineer shall be notified by certified letter or other verifiable communication* to the last known address of the original architect or engineer.
- Receipt of verifiable communication*, third party digitally signed and sealed plans and this completed form shall be uploaded to the category of Correspondence by the contractor of the permit via Accela Citizen Access (ACA): <https://ca.rcid.org/citizenaccess>.

NEW DESIGN PROFESSIONAL INFORMATION

Project Name: _____	Permit #: _____
Project Location: _____	
Owner's Name: _____	Phone: _____
Address: _____	City: _____ State: _____ Zip: _____
Current Architect/Engineer on Record: _____	Phone: _____
Address: _____	City: _____ State: _____ Zip: _____
Email: _____	Current License #: _____
New Architect/Engineer on Record: _____	Phone: _____
Address: _____	City: _____ State: _____ Zip: _____
Email: _____	New License #: _____

NOTARY

<p style="text-align: center;">Signature of Owner or Agent</p> <hr/> <p style="text-align: center;">Print Name</p> <p>State of Florida, County of _____</p> <p>Sworn to (or affirmed) and subscribed before me by means of <input type="checkbox"/> Physical Presence or <input type="checkbox"/> Remote Online Notarization</p> <p>This _____ day of _____ 20____</p> <p><input type="checkbox"/> Personally Known <input type="checkbox"/> Produced Identification _____</p> <p style="text-align: center;">Type of Identification</p> <hr/> <p style="text-align: center;">Remote Online Notarization</p> <p>Notarized ID: _____ Access PIN: _____</p> <hr/> <p>Notary to Owner: _____</p> <p style="text-align: right;">Signature</p> <hr/> <p style="text-align: center; font-size: small;">Notary Stamp Here</p>	<p style="text-align: center;">Signature of New Architect/Engineer</p> <hr/> <p style="text-align: center;">Print Name</p> <p>State of Florida, County of _____</p> <p>Sworn to (or affirmed) and subscribed before me by means of <input type="checkbox"/> Physical Presence or <input type="checkbox"/> Remote Online Notarization</p> <p>This _____ day of _____ 20____</p> <p><input type="checkbox"/> Personally Known <input type="checkbox"/> Produced Identification _____</p> <p style="text-align: center;">Type of Identification</p> <hr/> <p style="text-align: center;">Remote Online Notarization</p> <p>Notarized ID: _____ Access PIN: _____</p> <hr/> <p>Notary to Professional: _____</p> <p style="text-align: right;">Signature</p> <hr/> <p style="text-align: center; font-size: small;">Notary Stamp Here</p>
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