



CHANGE OF ARCHITECT/ENGINEER

General Information

Rev. 04-30-2018

- Completely fill out this form, and include a notarized letter from the Owner stating the reason for the change.
- Submit both documents to 444 SW 2nd Avenue, 4th floor (Corridor D) for the Building Official's approval.
- To comply with the Florida Statutes and F.A.C. 61G15-27 and/or 61G1-18.002 (authorizing the re-use of plans from one professional to another), revised plans (with new title block) and a new application for Revision must be submitted.
- Engineers who adopt the work of another engineer must recreate the work done to produce the original calculations.
- An administrative fee of \$100.00 will be charged for the change of professional of record. If plans submittal accompanies the Change of Architect/Engineer, then the \$100.00 will be in addition to the corresponding revision fees.

Hold Harmless Form

PERMIT No: _____ Job Address _____

OWNER'S INFORMATION: (Only the owner of record may submit and must sign this application.)

Name: _____ Mailing Address: _____

Phone No: _____ Email: _____

CURRENT ARCHITECT of RECORD or ENGINEER OF RECORD (Check One):

Name: _____ License no. _____ Expires: _____ Firm: _____

Address: _____ Email: _____ Phone No: _____


Plan disciplines covered (Check all that apply): Arch Civil Struct Elect Mech Plumb

NEW ARCHITECT of RECORD or ENGINEER OF RECORD (Check One):

Name: _____ License no. _____ Expires: _____ Firm: _____

Address: _____ Email: _____ Phone No: _____

Plan disciplines covered (Check all that apply): Arch Civil Struct Elect Mech Plumb

 Partial inspections performed by AOR/EOR ? () Yes, Date(s) _____ () No

I agree to hold the City of Miami, its 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 substituting the design professional. I furthermore assume responsibility for corrections, if required, of work performed under the permit for which I am requesting substitution of the design professional. In the event there has been a change of ownership of the property, the new owner assumes the responsibility for notifying the previous owner of his and/or her intent to substitute the design professional. I am also certifying that I understand and fully comply with the requirements of Chapter 61G1-18 (Architects) and/or 61G15-27 (Engineers).

New Architect/Engineer of Record Signature (Date)

Owner's Signature (Date)

(Seal)

State of Florida)
County of Miami-Dade)
Sworn to and subscribed before me this _____
Day of _____, 20____.
By _____

State of Florida)
County of Miami-Dade)
Sworn to and subscribed before me this _____
Day of _____, 20____.
By _____

(SEAL) _____
Personally known () or Produced Identification (),
Type of Identification produced _____

(SEAL) _____
Personally known () or Produced Identification (),
Type of Identification produced _____