

BUILDING DEPARTMENT

E-mail: building@strathconard.ca
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ASSURANCE OF PROFESSIONAL LIABILITY INSURANCE

- Notes:
1. This letter must be submitted along with the application for permit in circumstances where letters of assurance have been required in accordance with sections 9.1.11, 10.1.10, 10.3.5, 13.1.5 and 21.1 of the Comox Strathcona Regional District Building Bylaw 2546, 2003.
 2. In this letter the words in italics have the same meaning as in the British Columbia Building Code.

To: The Building Official
Strathcona Regional District
301-990 Cedar Street
Campbell River, BC V9W 7Z8

Date: _____

Dear Sir or Madam:

Re: _____
Name of Project (Print)

Address of Project (Print)

Legal Description of Project (Print)

The undersigned hereby certifies that:

- a) I have fulfilled my obligation to obtain a subsisting policy of professional liability or errors and omissions insurance as prescribed in section 21.3 of the Comox Strathcona Regional District Building Bylaw 2546, 2003.
- b) I have enclosed a copy of my certificate of insurance indicating the particulars of such coverage.
- c) I am a *registered professional* as defined by section 1.4.1.2. in Part 1 of Division A of the British Columbia Building Code.
- d) I will notify the Building Official immediately if this insurance coverage is reduced or terminated at any time during construction of the above project.

Name (Print)

Signed

Date

Address (Print)

Phone

(Affix PROFESSIONAL SEAE here)

(If the *registered professional* is a member of a firm, complete the following.)

I am a member of the firm _____
Name of Firm (Print)

and I sign this letter on behalf of the firm.

Note: The above letter must be signed by a *registered professional*. The British Columbia Building Code defines a *registered professional* to mean:

- (a) a person who is registered or licensed to practise as an architect under the Architects Act, or
- (b) a person who is registered or licensed to practise as a professional engineer under the Engineers and Geoscientists Act.