



CITY OF ORMOND BEACH

Created 09.2016

Planning, Building and Engineering

22 South Beach Street, Ormond Beach, FL 32174

Submit to: ProjectDoxAdmin@ormondbeach.org

DIGITAL SIGNATURE FORM

(For initial verification only)

Authorization and Acknowledgement:

The undersigned architect, engineer, surveyor or contractor ("Undersigned") understands that (s)he is authorizing the City of Ormond Beach, through its Permitting and Plan Review Departments, to accept documents electronically using the seal and signature appearing below and desire to submit their digital signature for initial verification and subsequent routing to assigned City review staff if found to contain the required elements in the digital signature as applied to this Digital Signature Form. It is the Undersigned's obligation to maintain its information in a secure environment to ensure that all documents electronically submitted are in fact submitted by the Undersigned.

The Undersigned acknowledges that submittal of this form does NOT imply or intend that actual work provided to the City of Ormond Beach as prepared by the Undersigned need not be signed and also acknowledges that ALL work submitted to the City or Ormond Beach must meet all signing and sealing requirements governed by the Undersigned's discipline governing Board, as well as additional elements required by the City of Ormond Beach to ensure the City is establishing processes and systems for accepting digitally signed and sealed work that meet the intent of the Electronic Signature Act of 1996. If, after verifying the signature, it is found that the Undersigned's digital signature does not meet requirements, the Undersigned will be notified how to correct the signature so that it does meet requirements.

Governing Law

The Undersigned understands that the electronic signing and sealing of documents is governed by Florida law, specifically but not limited to Florida Statute Chapter 471, 472 and 481 respectively. The Electronic Signature Act of 1996 (F.S. 668-01-668.006) and Florida Administrative Code sections 61G15-23.00, 61G1-16, 61G17-7. The City of Ormond Beach has attempted to create an electronic signature process in compliance with Florida law, but shall not be liable in any manner for any violations of professional licensure regulations. It is the Undersigned's responsibility to ensure compliance with all laws, regulations and ordinances that govern his/her professional license.

Please rename this file, prior to completing it, with your last name, first name, Digital Signature Form (example) Doe, John Digital Signature Form

Applicant Name:

Company Name:

Contact Phone Number:

Email Address:

DIGITAL SIGNATURE:

Place your digital signature block in the signature field below:

Signature Field