

**SCHEDULE A-2**

**Confirmation of Commitment by Owner and by Registered Professional of Record**

See Subsection 2.4.3. of Division C of the Alberta Building Code

To: The <i>authority having jurisdiction</i>	Date: _____
_____	
Address	
_____	
_____	
Postal Code	
<b>Re: Design and Field Review of Construction for the following project</b>	
Name of project	
_____	
Address	
_____	
Legal description	
_____	
<p>The <i>owner</i> has retained a <i>registered professional of record</i> to coordinate the design work and <i>field reviews</i> required for this <i>project</i> for:</p> <p style="margin-left: 40px;"> <input type="checkbox"/> architecture                  <input type="checkbox"/> structural engineering                  <input type="checkbox"/> mechanical engineering  <input type="checkbox"/> electrical engineering                  <input type="checkbox"/> geotechnical engineering         </p>	
<p>The <i>registered professional of record</i> shall coordinate the design work and <i>field review</i> for that component of the <i>project</i> for which the <i>registered professional of record</i> is responsible in order to ensure the design will comply with the Alberta Building Code (ABC) and other regulations made pursuant to the Safety Codes Act.</p>	
<p>The <i>owner</i> and the <i>registered professional of record</i> have read and understand Part 1 of Division A and Part 2 of Division C, especially Subsection 2.4.3. of Division C, of the ABC.</p>	
<p>The <i>owner</i> and the <i>registered professional of record</i> acknowledge their responsibility to notify the <i>authority having jurisdiction</i> should the <i>registered professional</i> cease to be retained by the <i>owner</i>.</p>	
<p>The <i>owner</i> understands that, should the <i>registered professional of record</i> cease to be retained at any time during construction, <i>work</i> on the portion of the <i>project</i> for which the <i>registered professional</i> is responsible will cease until such time a new <i>registered professional of record</i> is retained, and a new letter in the form set out in Schedule A-2 is filed with the <i>authority having jurisdiction</i>.</p>	
<p>The <i>registered professional of record</i> is a <i>registered professional</i> as defined in the ABC.</p>	

Schedule A-2 - Continued

<b>Registered Professional of Record</b>	<b>Owner</b>
<hr/> Signature	<hr/> Signature
<hr/> Date	<hr/> Date
Note: affix seals over signatures	
I, _____, have signed on behalf of	I, _____, have signed on behalf of
<hr/> Firm	<hr/> Firm
<hr/> Name	<hr/> Name
<hr/> Address	<hr/> Address
<hr/>	<hr/>
<hr/> <div style="text-align: right;">Postal Code</div>	<hr/> <div style="text-align: right;">Postal Code</div>

- Note:
1. This letter must be submitted before issuance of a *building permit*.
  2. In this letter the words in italics are defined in the Alberta Building Code.
  3. This letter must be signed by the *owner* and the *registered professional*. If signed by an agent, a letter of appointment must be attached. If the *owner* is a corporation, the letter must be signed by a signing officer of the corporation and the signing officer must set forth their position in the corporation.
  4. The term “substantially comply” is used in *field review* because a *registered professional* does not supervise the actual construction.
  5. The *constructor* is responsible for safety of the public and workers at the *project* site.

The Alberta Building Code defines a *registered professional* as an individual who qualifies as a

- a) *registered architectural professional*,
- b) *registered engineering professional*, or
- c) *licensed interior designer*.