TEXAS DEPARTMENT OF LICENSING & REGULATION

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PROOF OF SUBMISSION FORM

Texas Government Code §469.101 states: "All plans and specifications for the construction of or for the substantial renovation or modification of a building or facility must be submitted to the department for review if: (1) the building or facility is subject to this chapter; and (2) the estimated construction cost is at least $50,000." 16 Texas Administrative Code §68.50(a) states: "An architect, registered interior designer, landscape architect, or engineer with overall responsibility for the design of a building or facility subject to §469.101 of the Act, shall mail, ship, provide electronically, or hand-deliver the construction documents along with a Proof of Submission form to a registered accessibility specialist, or a contract provider not later than the twentieth day after the plans and specifications are issued. In computing time under this subsection, a Saturday, Sunday, or legal holiday is not included."

The date that plans and specifications are issued shall be as defined by 16 Texas Administrative Code §68.10(16) which states: "**Issue -** To mail, deliver, transmit, or otherwise release plans or specifications to an owner, lessee, contractor, subcontractor, or any other person acting for an owner or lessee for the purpose of construction, applying for a building permit, or obtaining regulatory approval after such plans have been sealed by an architect, registered interior designer, landscape architect, or engineer. In the case of a state-funded or other public works project, it is the date when plans or specifications are publicly posted for bids, after such plans or specifications have been sealed by an architect, registered interior designer, landscape architect, or engineer."

1. DESIGNER INFORMATION

Name:

First, Middle, Last Name

License Type: ☐ Architect ☐ Landscape Architect ☐ Registered Interior Designer ☐ Engineer

License #:

Address:

Street Name, Number, Suite Number, City, State, Zip Code

Phone Number:

Email:

2. PROJECT INFORMATION

Project Name:

TDLR Project #

Physical Address:

Street Name, Number, Suite Number, City, State, Zip Code

3. RAS INFORMATION

Name:

RAS #:

4. DESIGNER'S ACKNOWLEDGMENT

Date Construction Documents Issued:

Date Construction Documents Submitted:

I hereby notify the Texas Department of Licensing and Regulation of the described project and of my intent to perform, or cause to be performed, all services necessary to design said project in accordance with the provisions of Texas Government Code, Chapter 469. I certify that I am the registered design professional with overall responsibility for the design of the project and whose seal is affixed to the construction documents. I am mailing, delivering, transmitting, or otherwise releasing these construction documents to an owner, lessee, contractor, subcontractor, or other person for the purpose of construction, applying for a building permit, or obtaining regulatory approval. In the case of a state-funded or other public works project, the date of issue is the time at which construction documents are publicly posted for bids.

_____ _____

Designer Signature Date