

SELF-CERTIFICATION BUILDING PERMIT PROGRAM MANUAL

**CITY OF TULSA
OKLAHOMA**

November 30, 2018

Development Services Department
175 E 2nd Street, Suite 455
Tulsa, OK 74103

TABLE OF CONTENTS

SECTION 101	GENERAL	3
SECTION 102	DEFINITIONS	4
SECTION 103	PROJECT WORK FLOW	6
SECTION 104	PREREQUISITE APPROVALS	7
SECTION 105	GENERAL FORMS	8
	Self-certification Project Checklist	9
	Application for Self-certified Commercial & Residential Building Permit and Certificate of Occupancy	10
	Application Certification	11
	Affidavits as to Easements, Dedications, and Rights of Way	11
	Statement of Self-certification	12
	Project Data	14
SECTION 106	SELF-CERTIFICATION STAMP	17
	Professional Engineer's Stamp	18

SECTION 101 GENERAL

The City of Tulsa through its Development Services Department (DSD) provides a self-certification permitting option for customers. Most projects are eligible for self-certification submittals. Complete submittals will enable issuance of at-risk permits. THE ACT OF ISSUANCE OF A BUILDING PERMIT AND INSPECTION APPROVALS IS NOT AN AFFIRMATION THAT THE PROJECT IS CODE-COMPLIANT AS CERTIFIED BY THE PROFESSIONAL BUT RATHER RELIES ON THAT SELF-CERTIFICATION OF CODE COMPLIANCE. The terms “certify”, “certification”, and its variants in the context of this Program of Self-certification require that the documents be submitted by the approved professional for code compliance in accordance with the prevailing standards of professional due care for similar projects, the “standard of care”, at the time of self-certification. Self-certification does not state or imply a guarantee or warranty of code compliance but is rather a statement of professional opinion.

Prior to filing a self-certification application for the building permit, all projects shall have first received prerequisite Zoning Clearance Permit; Water/Sewer/Drainage-Storm water (WSD) Permit; Infrastructure Development Process (IDP) approval; floodplain development approval; and Health Department approval. Other applicable permits and approvals such as from a state and federal agency may also be prerequisite depending on the uniqueness of the Project.

Submittals shall be in the format and forms as prescribed by City of Tulsa. These forms may be updated from time to time. It is the responsibility of the permit applicant to check the City of Tulsa webpage for the latest date-stamped version to ensure that the current forms are used. Outdated forms will not be accepted. The forms and checklists act as a guide to the application process and are not intended to be and shall not be used by the applicant as a technical guide to produce a code-compliant design and construction.

Self-certified projects shall be subject to City of Tulsa regular inspection procedures. Separate mechanical, electrical, plumbing and fire protection trade permits are required as applicable to the project. Fire protection systems shall not be self-certified and shall be reviewed and permitted by the City. The City reserves the right to audit any self-certified project. Violations, discovered at any time prior to construction, during construction, or after final inspection, shall be corrected at the developer’s cost within a reasonable time frame. Non-compliance, if not rectified, shall render the project to be denied occupancy and use, and subject to demolition abatement if imminently dangerous and hazardous to life safety, health, and welfare.

THIS PROGRAM ALLOWS SELF-CERTIFICATION AND PEER REVIEW TO VERIFY AND CERTIFY COMPLIANCE WITH THE APPLICABLE CONSTRUCTION CODES OF THE CITY OF TULSA. ONE OR MORE APPROVED PROFESSIONALS MAY BE UTILIZED TO CERTIFY CODE COMPLIANCE REGARDING THE DIFFERENT DISCIPLINES INVOLVED IN A BUILDING DESIGN. PARTICIPATING PROFESSIONALS ARE ADVISED TO CONSULT WITH THEIR RESPECTIVE STATE PROFESSIONAL BOARDS OF LICENSURE AS TO THEIR ABILITY TO PARTICIPATE IN THIS SELF-CERTIFICATION PROGRAM. THE CITY OF TULSA OFFERS NO OPINION REGARDING A PROFESSIONAL’S COMPLIANCE WITH BOARD REGULATIONS CONCERNING PARTICIPATION IN THIS PROGRAM.

SECTION 102 DEFINITIONS

Words and terms used herein that are not expressly defined in this Manual may already be defined in law, and in the development and construction codes and ordinances of City of Tulsa, and are valid in the understanding of this Manual. Words and terms used in this Manual that are not expressly defined in this Manual or the codes and ordinances have the meaning given in the latest edition of *Merriam-Webster's Unabridged Dictionary*. Technical and industry terms used herein that are not expressly defined may also be understood as commonly interpreted in the industry parlance. Nothing in this Manual that is lacking in definition clarity and interpretation is intended to be an opportunity to obfuscate and corrupt the administrative intentions of this Program to issue building permits based on self-certification of code compliance by an approved professional.

Agent A person authorized to act on behalf of another person or entity concerning a construction project.

Applicant A person, firm, corporation, or other legal entity, acting personally or as an agent, desiring to construct, alter, replace or repair any building or structure located on real property and making application for a building permit.

Approved Professional A professional architect, landscape architect or engineer licensed or registered with the respective licensing authority regulating such profession in the State of Oklahoma, in good standing with such licensing authority.

Building Code The current International Building Code adopted and amended by City of Tulsa.

Building Official The official or his/her designee authorized to administer and enforce the Building Code.

Contractor The person, firm, corporation, or other legal entity, engaged in any aspect of construction of a building or structure or part thereof, including associated site improvements.

Developer A person, firm, corporation, or other legal entity that is either an owner of real property or the owner of an existing building or other improvement which is or which will be the subject of a permitted construction Project, or under contract with the owner thereof to commence and complete a particular construction Project or improvement to real property.

Fee The charge to Applicants for permits issued by City of Tulsa as provided in Title 49 of the Revised Ordinances of the City of Tulsa.

Lessee A person, firm, corporation, or other legal entity that has the right to the use and occupancy of real property or a building, or a part thereof, pursuant to a written lease,

according to the terms of such lease.

Manual This document outlining the self-certification building permit issuance program.

Ordinance A legislative act of the City Council of the City of Tulsa which has become effective in accordance with the Amended Charter of the City of Tulsa.

Owner, Building A person, firm, corporation, or other legal entity possessing an ownership interest in a building or other structure.

Owner, Project A person, firm, corporation, or other legal entity, possessing, or who/which will acquire an ownership interest in real property or a building or other structure upon completion of a project.

Owner, Property A person, firm, entity, or other legal entity possessing an ownership interest in real property.

Permit Permission by City of Tulsa to perform construction, alteration, repair, or activities within the limits of City of Tulsa or within its jurisdictional control, as required by Ordinance.

Program This administrative program to issue a building permit based on self-certification by an Approved Professional, as authorized by *Part 2 - ADMINISTRATION AND ENFORCEMENT* of the International Building Code, as amended from time to time.

Project An organized undertaking at a specific location to complete pre-determined objectives for the planning, design, construction, repair, improvement or expansion of buildings or facilities, as detailed in construction plans, specifications and other related documents.

Self-certification An official determination and declaration by an Approved Professional that the plans, specifications and other construction documents for a project for which a building permit is sought is by application of the standard of due care, code-compliant; and upon such certification, that the City of Tulsa may rely to issue a building permit and conduct inspections without the City of Tulsa having reviewed such plans, specifications and other construction documents for code compliance. The Approved Professional so certifying shall bear the legal responsibility for compliance with the construction codes.

Special Inspections Field inspections of certain aspects of a construction project, non-structural and structural in nature, in accordance with Chapter 17 of the International Building Code, requiring special qualified expertise.

TRO Tulsa Revised Ordinances (City of Tulsa).

SECTION 103 PROJECT WORK FLOW

Step 1 - Prerequisite approvals

Developer completes the following and receives permits or approvals:

Zoning Clearance Permit (ZCP)

Water/Sewer/Drainage-Storm water (WSD) Permit (on-site infrastructure development)

Infrastructure Development Process (IDP) approval (privately financed public infrastructure)

Floodplain Development approval

City-County Health Department approval

Any other applicable approvals, specific to the project

Step 2 - File self-certification building permit application

Developer completes the following:

Checklist of prerequisite permits and approvals

Self-certified building permit application form

Submits checklist items including application form

Pays application fee

Step 3 - Self-certification application processing

Staff completes the following:

Verify submittal is complete

Verify self-certification is valid

Enter project data into permitting system

Stamp City approval of plans

Compute permit fees and notify applicant

SECTION 104 PREREQUISITE APPROVALS

For any given project, one or more of the following permits or approvals may be applicable. Where applicable, they are prerequisite to the filing of a self-certified building permit application. If any required permit or approval has not been obtained, the project developer must contact the corresponding office to file the relevant application. The prerequisite permits or approvals shall then be submitted with the self-certification application. Self-certification applications will not be accepted if lacking any pre-requisite.

Zoning Clearance Permit (ZCP)

This includes all zoning actions, platting, and historic preservation approvals. Zoning Clearance Permit applications are filed at the Permit Center, 175 E 2nd St, Suite 455, Tulsa OK 74103.

Water/Sewer/Drainage-Storm water (WSD) Permit

This includes approvals for on-site infrastructure such as grading, utilities, and storm water drainage. Certain aspects of this approval may require additional trade permits to execute the field work, although these subsequent trade permits are not prerequisite to filing a self-certification application. WSD applications are filed at the Permit Center, 175 E 2nd St, Suite 455, Tulsa OK 74103.

Infrastructure Development Process (IDP) Approval

Any privately funded public infrastructure improvement associated with a project shall have an IDP approval prior to submitting a self-certified building permit application. IDP work consists of privately financed public infrastructure which is subsequently accepted for public ownership and maintenance. IDP applications are processed at the Permit Center, 175 E 2nd St, Suite 455, Tulsa OK 74103.

Floodplain Development Approval

Any project located in areas prone to flooding shall have approved plans compliant with FEMA and City of Tulsa regulations and guidelines. Flood elevation data (not elevation certificate) may be obtained by calling 311 for Customer Care Center. Floodplain development applications are filed at the Permit Center, 175 E 2nd St, Suite 455, Tulsa OK 74103.

City-County Health Department Approval

Projects with public food-related services require Health Department approval. The applicant must submit the Health Department-approved plans as part of the record of prerequisites. Health Department applications are filed at 5051 S 129th E Ave, Tulsa OK 74134.

SECTION 105 GENERAL FORMS

A self-certified building permit application shall be submitted with the following forms. Incomplete forms will not be received or processed. Where particular information requested on a form is not applicable, the applicant shall note that it is not applicable.

**CITY OF TULSA
SELF-CERTIFICATION PROJECT CHECKLIST**

<u>Prerequisites</u>	Not Applicable
<input type="checkbox"/> Zoning Clearance Permit (ZCP)	<input type="checkbox"/>
<input type="checkbox"/> Approved Stamped ZCP Detailed Site Plan	<input type="checkbox"/>
<input type="checkbox"/> Water/Sewer/Drainage-Stormwater (WSD) Permit	<input type="checkbox"/>
<input type="checkbox"/> Approved Stamped WSD Site Plan and Details	<input type="checkbox"/>
<input type="checkbox"/> Approved Infrastructure Development Process (IDP) Plans and Details	<input type="checkbox"/>
<input type="checkbox"/> Approved Floodplain Development Site Plans and Details	<input type="checkbox"/>
<input type="checkbox"/> Approved Stamped City-County Health Department drawings	<input type="checkbox"/>
<input type="checkbox"/> Other _____	<input type="checkbox"/>

Checked by Self-Certification Professional: _____ (Name)

- FOR CITY USE:** Prerequisites Complete
 Prerequisites Incomplete

<u>Application Documents</u>	Not Applicable
<input type="checkbox"/> All Prerequisite Permits and Approvals	<input type="checkbox"/>
<input type="checkbox"/> Application for Self-Certified Building Permit & Occupancy	<input type="checkbox"/>
<input type="checkbox"/> Statement of Self-certification	<input type="checkbox"/>
<input type="checkbox"/> Project Data	<input type="checkbox"/>
<input type="checkbox"/> Statement of Special Inspections	<input type="checkbox"/>
<input type="checkbox"/> Self-Certified Drawings; each sheet stamped and signed	<input type="checkbox"/>
<input type="checkbox"/> Self-Certified Specifications Manual; stamped and signed	<input type="checkbox"/>
<input type="checkbox"/> Application Fee Payment (By Check or Account)	<input type="checkbox"/>

Checked by Self-Certification Professional: _____ (Name)

- FOR CITY USE:** Application Documents Complete
 Application Documents Incomplete

PERMIT CENTER USE ONLY:

- Application may proceed
 Application fee to be paid is \$ _____

Checked by Permit And License Specialist: _____ (Name)

CITY OF TULSA
APPLICATION for SELF-CERTIFIED
COMMERCIAL & RESIDENTIAL
BUILDING PERMIT and
CERTIFICATE OF OCCUPANCY

City Account No. (if available) _____ A/P No. (By Staff): _____
No. of Sets _____ No. of Drawings _____ No. of Pages of Specification _____

Legal description of project property: LOT BLOCK ADDITION
(Attach if metes and bounds)
Project Address _____

PROJECT DEVELOPER NAME: _____
Address _____
Email _____ Fax _____
Cell Phone _____ Office Phone _____

SELF-CERTIFICATION PROFESSIONAL NAME: _____
Profession: Architect Landscape Architect Engineer
Oklahoma Professional Registration No. _____ Expiration Date _____
Address _____
Email _____ Fax _____
Cell Phone _____ Office Phone _____

Declared Valuation of Work (Includes Systems and Equipment):
\$ _____ Type of Work: New Building New Accessory Structure
 Shell Build-Out Addition Alteration Repair Only
 FEMA/ICC Storm Shelter Other _____
Use: A-1 A-2 A-3 A-4 A-5 B E F-1 F-2 I-1 I-2 I-3 I-4
 M R-1 R-2 R-3 R-4 S-1 S-2 U
 Single-Family Residence Other _____
Fire Sprinkler: NFPA 13 NFPA 13R NFPA 13D ESFR Not Sprinklered
Fire Alarm: Yes No Standpipe: Yes No
Sexually Oriented Business: Yes No Massage Establishment: Yes No
Building Contains Asbestos: Yes No Septic System: Yes No
ABLE License Required: Type of License(s) _____ Not Applicable
Is City of Tulsa Taking Any Enforcement Action on this Property: Yes No
Describe Enforcement Action: _____

APPLICANT CONTACT PERSON: _____
Address _____
Email _____ Fax _____
Cell Phone _____ Office Phone _____

**CITY OF TULSA
APPLICATION CERTIFICATION**

I certify that I am one of the following:

- Owner of the Property on which permitted work is to be performed
- Lessee of the Property on which permitted work is to be performed
- Agent, of the Property Owner or Lessee, for the permitted work
- Consultant Architect, Landscape Architect or Engineer, for the permitted work
- Not applicable

I hereby attest that I am the Property Owner, Lessee of the Property, an Agent of the Property Owner or Lessee, or a Consultant Architect, Landscape Architect or Engineer, as indicated above; and HAVE THE AUTHORITY TO FILE this application for a permit to build at this location.

For Agent Only:

- I have attached an Affidavit of Agency from the Property Owner

Name _____
Address _____
Email _____ Fax _____
Cell Phone _____ Office Phone _____

NOTARY PUBLIC

Subscribed and Sworn to Before Me this _____ Day of _____ 20____,
_____ My Commission Expires _____

AFFIDAVITS as to EASEMENTS, DEDICATIONS, and RIGHTS OF WAY

I, _____, Being Duly Sworn Upon Oath, State: That I have researched and examined or caused to Be researched and examined, all recorded documents and instruments relating to said real property upon which an improvement will be constructed pursuant to the building permit being applied for; and that all recorded easements, dedications, and rights of way are known to me and are delineated on the plot plan which is a part of the application for a building permit, for new construction and/or addition to an existing building. I acknowledge that issuance of a building permit does not authorize or permit construction of a permanent structure over or upon any easement, dedication, or right of way.

Applicant Signature: _____ Date: _____

NOTARY PUBLIC

Subscribed and Sworn to Before Me this _____ Day of _____ 20____,
_____ My Commission Expires _____

CITY OF TULSA
SELF-CERTIFICATION PERMIT APPLICATION
STATEMENT OF SELF-CERTIFICATION

Legal description of project property: LOT BLOCK ADDITION
(Attach if metes and bounds)

Project Address _____

SELF-CERTIFICATION PROFESSIONAL NAME: _____

Profession: Architect Landscape Architect Engineer

Oklahoma Professional Registration No. _____ Expiration Date _____

Address _____

Email _____ Fax _____

Cell Phone _____ Office Phone _____

DECLARATION AND STATEMENT

I, the undersigned, a registered professional in good standing in the State of Oklahoma, herein make this statement of self-certification, wherein each certification is an expression of a professional opinion and is neither a warranty nor a guarantee, and testify to the following:

I hereby certify that the proposed improvement reflected in the design documents produced for this project is by application of the standard of professional due care in conformance with Title 51 Tulsa Revised Ordinances and other associated ordinances and codes; and all other applicable local, state and federal laws; currently in force in City of Tulsa; and further, City of Tulsa may rely upon this certification to issue a building permit which this project will receive at Owner's risk of non-compliance with the codes without additional code examination of the design documents by City of Tulsa. _____ (Initial)

The design documents were prepared by me, OR under my direct control and personal supervision, OR reviewed by me. Further, I declare and certify that the design documents are by application of the standard of professional due care compliant with the laws, ordinances, codes and standards now current in City of Tulsa and State of Oklahoma; that all design information in this permit application and design documents are true and correct; and I will make timely corrections of any drafting or scrivener's errors. _____ (Initial)

For purposes of clear identification, I have stamped every page of construction drawing that I certify, with the City-approved stamp of self-certification. I have also stamped any associated specification manual with the said stamp. I understand this stamp is not a representation that I am the design professional for documents that I am not registered under the State to practice; except that the stamp solely bears my professional statement of code compliance under my self-certification as required by this self-certification program. _____ (Initial)

I further agree to stamp all and any design documents including shop drawings with the identification stamp of self-certification that revise previous design documents that have been relied on by the City to issue the building permit. _____ (Initial)

I acknowledge that the City relies on my declaration and certification of code compliance of this project to issue a building permit and conduct inspections. Further, I agree that the project may be audited; and is subject to inspections and correction at any point in time to comply with the laws, ordinances, codes and standards. This certification is solely for the benefit of the City of Tulsa without intention to benefit any other person. It is non-transferable and may not be used for another purpose or by any other person for any purpose. _____ (Initial)

I agree that inspections, while verifying in general that construction complies with approved design documents, are not vetting my statement of code compliance; and further, that inspection approvals do not in any way diminish or relieve me of the obligation or responsibility pursuant to the self-certification. _____ (Initial)

I agree that trade permits issued for the completion of this project do not nullify my declaration and self-certification of the design documents as code compliant; having by application of the professional standard of due care integrated and accounted for all building systems under the trade permits as incorporated into my building design. _____ (Initial)

Further, I understand and acknowledge that City of Tulsa reserves the right to revoke the building permit issued pursuant to my self-certification for good cause; and that I have a right to appeal as provided in the ordinances of the City. _____ (Initial)

Self-Certification Professional Signature: _____ Date: _____
Professional Seal:

NOTARY PUBLIC

Subscribed and Sworn to Before Me this _____ Day of _____ 20____,

My Commission Expires _____

CITY OF TULSA
SELF-CERTIFICATION PERMIT APPLICATION
PROJECT DATA

Legal description of project property: LOT BLOCK ADDITION
(Attach if metes and bounds)

Project Address _____

Self-Certification Professional name: _____

Self-Certification Professional signature: _____ **Date:** _____

Professional Seal:

BUILDING CODE FOR PROJECT: _____

- USE GROUPS:** A-1 A-2 A-3 A-4 A-5 Notes: _____
 B Notes: _____
 E Notes: _____
 F-1 F-2 Notes: _____
 I-1 I-2 I-3 I-4 Notes: _____
 M Notes: _____
 R-1 R-2 R-3 R-4 Notes: _____
 S-1 S-2 High-Piled Notes: _____
 U Notes: _____
 Single-Family Duplex Townhouse Notes: _____
 Other Notes: _____

- USE SEPARATION:** Single Use Notes: _____
 Separated Mixed Uses Notes: _____
 Non-separated Mixed Uses Notes: _____
 Other Notes: _____

- CONSTRUCTION:** IA IB Notes: _____
 IIA IIB Notes: _____
 IIIA IIIB Notes: _____
 IV Notes: _____
 VA VB Notes: _____
 Other Notes: _____

AREA SUMMARY:

<u>Level</u>	<u>Gross Square Feet</u>	<u>Notes</u>
Basement	_____	_____
1 st Floor	_____	_____
2 nd Floor (expand list as needed)		
Roof	_____	<input type="checkbox"/> Occupied roof <input type="checkbox"/> Penthouse <input type="checkbox"/> Parking Tier

HEIGHT SUMMARY:

	<u>Feet</u>	<u>Story</u>	<u>Notes</u>
Basement	_____	_____	_____
Building Height	_____	_____	_____
Mezzanine	_____	_____	_____
Penthouse	_____	_____	_____

FIRE SEPARATION AND COMPARTMENT RATINGS:

<u>Building Element</u>	<u>Rating (Hour)</u>	<u>Notes</u>	<u>Not applicable</u>
Horizontal Assembly	_____	_____	<input type="checkbox"/>
Fire wall	_____	_____	<input type="checkbox"/>
Fire Barrier	_____	_____	<input type="checkbox"/>
Fire Partition	_____	_____	<input type="checkbox"/>
Smoke Barrier	_____	_____	<input type="checkbox"/>
Smoke Partition	_____	_____	<input type="checkbox"/>
Floor-Ceiling	_____	_____	<input type="checkbox"/>
Roof-Ceiling	_____	_____	<input type="checkbox"/>
Exit Passageway	_____	_____	<input type="checkbox"/>
Stair Enclosure	_____	_____	<input type="checkbox"/>
Elevator Shaft	_____	_____	<input type="checkbox"/>
Elevator Room	_____	_____	<input type="checkbox"/>
Laundry/Trash	_____	_____	<input type="checkbox"/>
Atrium	_____	_____	<input type="checkbox"/>
Chase	_____	_____	<input type="checkbox"/>
Other	_____	_____	<input type="checkbox"/>

FIRE AREA OCCUPANCY AND SIGNS:

<u>Use Group</u>	<u>Room Ref</u>	<u>Area (sf)</u>	<u># of People</u>	<u>Occupant Load Sign Required</u>
_____	_____	_____	_____	Yes/No Max Occ Load: _____
(expand list as needed)				

FIRE PROTECTION:

Fully Sprinklered NFPA 13 NFPA 13D NFPA 13R ESFR Hood
 Other - _____

Partially Sprinklered Describe - _____

Standpipe Yes No Dry Wet

STATEMENT OF SPECIAL INSPECTIONS:

Attach list. [\(City of Tulsa sample Statement of Inspections list\)](#)

SECTION 106 SELF-CERTIFICATION STAMP

GENERAL

As a minimum, each sheet of self-certified drawing, and any specification manual, shall be individually stamped, bearing the following information, and initialed by the self-certification professional.

Electronic stamps are acceptable.

STAMP

I, being duly registered as a Professional _____ [fill in the blank] in the State of Oklahoma and in good standing, hereby certify **FOR THE SOLE PURPOSE OF CERTIFICATION OF CODE COMPLIANCE** under the terms of the City of Tulsa Self-certification Program, that this Construction Document has been prepared by me, **OR** under my direct control and personal supervision, **OR** reviewed by me, and I declare that this Construction Document depicts a proposed construction that by application of the standard of professional due care complies with the currently applicable laws, ordinances, codes, and standards for the design, construction, and declared occupancy of this Project in City of Tulsa.

This certification is solely for the benefit of the City of Tulsa without intention to benefit any other person. It is non-transferable and may not be used for another purpose or by another person for any purpose. "Certification" and "certify" as used herein is an expression of a professional opinion and is neither a warranty nor a guarantee.

Signed: _____

Date: _____

SEAL

PROFESSIONAL ENGINEER'S STAMP

I, being duly-licensed as a professional engineer in the State of Oklahoma and in good standing, hereby certify FOR THE SOLE PURPOSE OF CERTIFICATION OF CODE COMPLIANCE, under the terms of the City of Tulsa Self-Certification Program for Plan Review, that this Construction Document has been prepared by me, OR under my direct control and personal supervision, and the work is within my area(s) of competence as listed in the official records of the State Board of Licensure for Professional Engineers and Land Surveyors. I further certify that this Construction Document depicts a proposed construction that by application of the standard of profession due care complies with the currently-applicable Building Cod, laws, ordinances, codes and standards for the design, construction, and declared occupancy of this Project within the City of Tulsa.

This certification is solely for the benefit of the City of Tulsa without intention to benefit any other person. It is non-transferable and may not be used for another purpose or by another person for any purpose. "Certification" and "certify as used herein, is an expression of a professional opinion and is neither a warranty nor a guarantee.

Signed: _____

Date: _____

SEAL

END