



CHANGE OF ARCHITECT/ENGINEER

HOLD HARMLESS LETTER

Note: Only the owner may submit and must sign this application
This process takes approximately 7 to 10 business days.

As legal owner of the subject property, I request the replacement of the architect/Engineer of record

Permit # : _____

Job Address: _____ Unit #: _____

Owner Information

Name: _____

Address: _____

Phone: _____

- The Form is to be submitted to the Building Department for the Building Officials approval.
- After approval, a letter will be sent to the owner and two professionals (the previous and new architect/engineer

Existing Architect/ Engineer Name

Name: _____

Address: _____

Phone: _____

License #: _____

New Architect/Engineer Name

Name: _____

Address: _____

Phone: _____

License #: _____

I agree to hold the City of Sarasota, its agents and authorized personnel, harmless and relieve them from any responsibility or liability for any legal action or damage, cost or expense, including but not limited to attorney's fees resulting from substituting the design professional. I furthermore assume responsibility for corrections, if required, of work performed under the permit for which I am requesting substitution of the design professional. In the event, there has been a change of ownership of the property, the new owner assumes the responsibility for notifying the previous owner of his and/or her intent to substitute the design professional. I am also certifying that I understand and fully comply with the requirements of F.S. 471 Ch. 61G15 and/or F.S. 61G1.

Property owner Name

Existing Architect/Engineer Name

New Architect/Engineer Name

Property Owner Signature

Existing Architect Signature

New Architect/Engineer Signature

STATE OF FLORIDA
COUNTY OF SARASOTA

Sworn to and subscribed
before me

This ___ day of ___ 20__.

Personally know or
ID _____

STATE OF FLORIDA
COUNTY OF SARASOTA

Sworn to and subscribed
before me

This ___ day of ___ 20__.

Personally know or
ID _____

STATE OF FLORIDA
COUNTY OF SARASOTA

Sworn to and subscribed
before me

This ___ day
of ___ 20__.

Personally know or
ID _____

Building Official Approval: _____

Date: _____