

Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

A. Project Information		
Building number, street name		Unit no.
Municipality		Postal code
B. Individual who reviews and takes responsibility for design activities		
Name		Firm
Street address		Unit no.
Municipality		Postal code
Province		E-mail
Telephone number ()		Fax number ()
Cell number ()		
C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]		
House	HVAC – House	Building Structural
Small Buildings	Building Services	Plumbing – House
Large Buildings	Detection, Lighting and Power	Plumbing – All Buildings
Complex Buildings	Fire Protection	On-site Sewage Systems
Description of designer's work		
D. Declaration of Designer		
I _____ declare that (choose one as appropriate):		
(print name)		
I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories.		
Individual BCIN: _____		
Firm BCIN: _____		
I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code.		
Individual BCIN: _____		
Basis for exemption from registration: _____		
The design work is exempt from the registration and qualification requirements of the Building Code.		
Basis for exemption from registration and qualification: _____		
I certify that:		
1. The information contained in this schedule is true to the best of my knowledge.		
2. I have submitted this application with the knowledge and consent of the firm.		
_____ Date		_____ Signature of Designer

NOTE:

1. For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) (c).of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.