

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.	Lot/con.			
Municipality	Postal code	Plan number/ other description					
B. Individual who reviews and takes responsibility for design activities							
Name		Firm					
Street address			Unit no.	Lot/con.			
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]							
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> ☐ House ☐ Small Buildings ☐ Large Buildings ☐ Complex Buildings </td> <td style="width: 33%; vertical-align: top;"> ☐ HVAC – House ☐ Building Services ☐ Detection, Lighting and Power ☐ Fire Protection </td> <td style="width: 33%; vertical-align: top;"> ☐ Building Structural ☐ Plumbing – House ☐ Plumbing – All Buildings ☐ On-site Sewage Systems </td> </tr> </table>					☐ House ☐ Small Buildings ☐ Large Buildings ☐ Complex Buildings	☐ HVAC – House ☐ Building Services ☐ Detection, Lighting and Power ☐ Fire Protection	☐ Building Structural ☐ Plumbing – House ☐ Plumbing – All Buildings ☐ On-site Sewage Systems
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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 Professional Engineers Ontario.