

Firm Affidavit of Responsibility

Complete a separate **Firm Affidavit of Responsibility** for each Ohio professional engineer or professional surveyor who is designated in responsible charge. Affidavits of responsibility must accompany all Certificate of Authorization applications.

1. Certificate of Authorization (COA) Number

<< REQUIRED UNLESS NEW FIRM >> 5-DIGIT NUMBER BEGINNING WITH "0"

2. Firm Name

FIRM NAME >> **MUST BE SAME NAME** AS ON CERTIFICATE OF AUTHORIZATION APPLICATION

3. Ohio Registrant Designated in Responsible Charge

OHIO P.E., P.S. OR DUAL (P.E. AND P.S.) REGISTRANT DESIGNATED IN RESPONSIBLE CHARGE

OHIO P.E. NO.

OHIO P.S. NO.

4. Notarized Affidavit

Important! State, county, registrant and notary names, signatures and dates must be completed or application will be returned. Signatures, dates and notary seal must be original. Scanned signatures and copies are **not** accepted.

STATE OF COUNTY OF } ss.

AFFIANT

I, _____ [REGISTRANT PRINTED NAME], being the duly sworn, or affirmed, affiant; state that I am a registered professional engineer and/or a registered professional surveyor in the state of Ohio as indicated above; that I am a full-time employee of the above-named firm; that I am in responsible charge for and in responsible charge of the professional engineering or professional surveying activities and decisions of this firm; and that I meet the requirements pursuant to Ohio Revised Code Chapter 4733 for such designation. **In addition, I understand that if a Temporary Certificate of Authorization Permit is granted, it is only valid for 90 days from the date of issuance.** Should the Board disapprove the firm's application for a Certificate of Authorization, the temporary permit shall terminate on the date of denial and the firm will cease and desist from practicing or offering engineering and/or surveying services in the state of Ohio.

REGISTRANT SIGNATURE DATE SIGNED

NOTARY

Subscribed and sworn, or affirmed, to me this

_____ day of _____, _____.

Witness my hand and seal hereon.

NOTARY SIGNATURE MY COMMISSION EXPIRES



Deliver your completed **Firm Affidavit of Responsibility** to:

Ohio CERTIFICATE OF AUTHORIZATION
STATE BOARD OF REGISTRATION FOR
PROFESSIONAL ENGINEERS AND SURVEYORS
50 W BROAD ST STE 1820
COLUMBUS OH 43215-5905

Questions?

EMAIL pes.board@pes.ohio.gov
(877) 644-6364 U.S. TOLL FREE
(614) 466-3651 COLUMBUS METRO