

DEVELOPMENT SERVICES DEPARTMENT – BUILDING DIVISION POOL AND SPA PERMIT CHECKLIST

Rev: 8 | Revision Date: 2/21/2024 | I.D. Number: PSPC

Important information regarding pool and spa permits:

FBC Section 454.2.2 Definitions: Swimming Pool, Private. Any structure, located in a residential area, that is intended for swimming or recreational bathing and contains water over 24 inches deep including but not limited to in-ground, above-ground and on-ground swimming pools, hot tubs, and nonportable spas.

- 1. The scope of work listed by DBPR for a General Contractor (CGC) properly licensed by CILB, allows that contractor to perform a wide variety of installations, all of which are structural in nature.
- 2. The scope of work listed by DBPR for an Electrical Contractor (EC) properly licensed by ECLB, allows that contractor to install all forms of electrical installations associated with utilization voltages, including low voltage installations for alarms and other low voltage systems.
- 3. The scope of work listed by DBPR for a Plumbing Contractor (CFC) properly licensed by CILB, allows that contractor to install all forms of plumbing installations
- 4. As per CILB D.S. 2014-41, the (CILB) Board determined that FS 489.105(m) is clear in scope and needs no further clarification. Additionally, the following items were addressed:
 - a. A CGC (not a CBC or CRC) may build a pool shell and all of the related structural elements affiliated with the project (retaining wall, structural deck, etc.)
 - b. An EC is required for the electrical work
 - c. A CFC will be required to install an auto-fill device. A CFC can also install gas to a pool/spa heater. (CPCs and RPCs cannot connect to a potable water source or pipe gas)
 - d. A CPC or RPC must be used to install the pool equipment.
 - e. A CGC can be the prime, but must hire a CPC or RPC to install the equipment

Commencing on May 9th, 2022, pool/spa permits must include a Pool Contractor (CPC or RPC) as either the prime or a sub on a pool/spa permit. A CGC can be listed as the prime, if a CPC or RPC and an EC are listed as subs. If a CGC is listed as a prime for a complete residential or multi-family building, then a CPC or RPC must be one of the subs for placing the pool equipment. Additionally, any owner/builder application for a pool/spa permit would also have to include the necessary subs (RPC, EC, CGC, etc.)





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Required Permit Applications:

- Building Permit
- Plumbing Permit
- Electrical Permit
- Engineering Mitigation Permit
- Mechanical Permit

Permit Review Stops:

- Building Permit
- Plumbing Permit
- Electrical Permit
- Engineering Site Prep Permit
- Mechanical
- Landscaping
- Zoning
- \Box Flood

Minimum Plan Submittal

- Plans (showing location of pool with all the required setbacks)
 - a. The plans must include the following:
 - i. Soil conditions (Geotec Report) or Soil Statement
 - ii. Occupancy Group
 - iii. Method of Compliance
 - iv. Flood Zone BFE & DFE
 - v. Materials to be used concrete, plastic glass ETXX
 - vi. Foundation, Column, Beam Schedules
 - vii. Child protection barrier requirements Ex: door alarms, perimeter fence with self-latching gates refer to FBC 4501
- Certified property survey with elevations
- □ Structural calculations signed and sealed
- Special Inspector Form (if pool is on pilings)
- □ <u>Special Inspector Plan</u> (if pool is on pilings)
- Dewatering Affidavit executed & notarized by Contractor & Owner as needed.
- <u>Construction Debris Mitigation Letter</u>
- Pool Barrier Affidavit (Residential Swimming Pool, Spa and Hot Tub Safety Act Notice of Requirements).





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- Existing Fence/Gate(s) Affidavits (Residential Swimming Pool, Spa and Hot Tub Safety Act - if applicable).
- Indicate on survey, compliance with NEC Article 680.8 for overhead conductor clearances.
- Refer to FBC 107.3.5 for minimum plan review criteria

Other Requirements

- Engineering Rough Inspection shall be called and passed after BMP's have been set up, prior to starting any earthmoving activities.
- Must maintain erosion control measures per approved Storm Water Pollution Prevention Plan or Best Management Practices (BMPs) for the life of the project or until Site Preparation Final inspection has been approved by the Engineering Inspector
- Must follow all Broward County guidelines
- A <u>Notice of Commencement</u> must be recorded and displayed upon first inspection if the job exceeds \$5,000

Tree Protection

Tree (and palm) protection is required for all types of proposed construction. Consider trees within the area of work as well as the trees within the path of mechanical equipment to the rear yard.

- For existing trees on site, provide a survey or site plan indicating the location of trees/palms and number these locations. Provide a corresponding list of tree number, botanical name, common name, overall height, trunk DBH in inches for trees, clear trunk in feet for palms, condition % as a number, and indicate that all existing trees/palms are to be protected and will remain on site.
- Provide tree protection barricade detail for existing trees on site to remain. This barricade must be installed prior to the beginning of proposed work.
- For trees that must be removed, provide separate <u>sub-permit</u> <u>application</u> for tree removal. Be sure to complete both sides of this application. Know that unless a building master permit for site redevelopment is submitted, replacement trees and/or tree mitigation payment is required prior to closing the pool and tree permits.
- □ If no trees exist on site, note this on the plans.

*Please note that this checklist is not intended to be all-inclusive. Due to changes in codes, regulations, and ordinances, other requirements may apply.



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FORM FOR "SPECIAL BUILDING INSPECTOR" SECTION 110.10 - BROWARD COUNTY ADMINISTRATIVE CODE AND THE FLORIDA BUILDING CODE, 8th Edition (2023)

NOTICE TO PROPERTY OWNER:

You are hereby directed in accordance with Section 110.10.1 or 110.10.2 of the Broward County Administrative Code and the Florida Building Code to retain a Special Structural Inspector (A Florida Registered Architect or Licensed Engineer) to perform the following mandatory or discretionary inspections, as outlined in Section 110.10 of the Florida Building Code and submit progress reports, inspections reports, and a Certificate of Compliance to the Building Official as per Sections 110.10.6 and 110.10.7 of the Florida Building Code.

Note: The Building Official determines which discretionary inspections are to be delegated.

DATE:	IDENTIFICATION, CONTROL OR BUILDING PERMIT #	

PROJECT NAME:		
JOB ADDRESS	ZIP	
LEGAL DESCRIPTION:	FOLIO #	
A. MANDATORY INSPECTIONS TYPE BY CODE:		
 Precast Concrete Units – Section 110.10.2.1 Reinforced Unit Masonry – Section 110.10.2.2 (per ACI 530.1-13-Level B Quality Assurance) * 		No 🗆
*unless noted otherwise on plan	Yes 🗆	No □
3) Connections – 110.10.2.3	Yes 🗆	No 🗆
4) Metal System Buildings – Section 110.10.2.4	Yes 🗆	No 🗆
*unless noted otherwise on plan Yes 3) Connections – 110.10.2.3 Yes 4) Metal System Buildings – Section 110.10.2.4 Yes 5) Smoke Control Systems – Section 110.10.2.5 Yes		No □
B. DISCRETIONARY INSPECTION TYPE BY BUILDING OFFICIAL:		
I) Building Structures or part thereof of Unusual Size, Height, Design or Method of Construction and		
Critical Structural Connections – Section 110.10.1.1		No □
2) Windows, Glass Doors and Curtain Walls on buildings over two (2) stories - Section 110.10.1.1	Yes □	No □
3) Pile Driving Only – Section 110.10.1.1	Yes □	No 🗆
 3) Pile Driving Only – Section 110.10.1.1. 4) Precast Concrete Units – Section 110.10.2.1. 	Yes □	No 🗆
5) Reinforced Unit masonry – Sections 110.10.2.2	Yes □	No 🗆
6) Other		No 🗆

C. MANDATORY DOCUMENTATION

1) Inspection schedule stating the specific inspection that will be made and at what phase of construction must be submitted with this application.

2) Progress Report/Inspection reports during construction in accordance with Section 110.10.6. 3) Certificate of Compliance must be submitted prior to the scheduling of the final building inspection, Section 110.10.7.

ACKNOWLEDGMENT

Permit Holder's Signature:	Date:		
SPECIAL BUILDING INSPECTOR:	□ Registered Architect and/or □ Licensed Engineer		
Signature of Special Building Inspector	"		
Printed Name of Special Building Inspector:			
Address of Special Building Inspector:			DATE and SEAL
State of Florida Registration #	Telephone #	Email	
		Date:	
Building Official (or designated representativ			

Building Official (or designated representative)

BE ADVISED THIS DOES NOT PRECLUDE YOU FROM OTHER MANDATORY INSPECTIONS IN THE CODE



INSPECTION PLAN Special Inspector Statement of Intent and Inspection Plan For Reinforced Unit Masonry Inspection

Date: _____

Re: Street Address

Contractor

Permit #

Building Official:

I shall inspect the entire "Reinforced Unit Masonry" system for this building, including but not limited to the following:

- 1. Masonry units, mortar, grout and reinforcing steel meet specifications.
- 2. Dowels properly placed, with adequate lapping.
- 3. Steel and columns ties in columns, pilasters, and beam elevation transitions properly placed, lapped and tied.
- 4. Masonry field who: head and bed joints, horizontal joint reinforcing installed correctly, cells free of excessive mortar fins, walls level and plumb within tolerances.
- 5. Verify grout slump, proper consolidation of grout, and proper lowor high –lift grouting procedures were followed.
- 6. Correct embedment of reinforcing steel, bolt, ties etc. 7. Compliance with TMS 402 and TMS 602 and FBC 2020 2122.2 through 2122.10
- 8. Verify Spot Survey and Elevation Certificate have been approved by the City of Ft. Lauderdale, prior to tie beam steel inspections.
- 9. Inspection report logs will be maintained at job site for steel inspections.
- 10. <u>City Inspections: contractor shall call for Foundation, Slab, Column and Beam Inspections.</u> <u>Spot Survey must be approved by the City of Fort Lauderdale prior to placing the beam concrete.</u>

This letter of intent to be followed up by an Inspection Certificate for reinforced unit masonry that attests to the above, which should be submitted to the building inspector at the truss inspection and must be submitted prior to the framing inspection.

Engineer's Signature: _ Raised Seal and Date:





STATE OF <u>FLORIDA</u>
COUNTY OF BROWARD

Master Permit Number:

Before me this day personally appeared _

(Contractor's Company)

(Contractor's Name) who, being duly sworn deposes and says that they have investigated and determined through available resources or technologies the existing groundwater for this site. The Contractor has evaluated that under the permit application he/she has determined the following applies for the work listed under the permit referenced above (CONTRACTOR MUST CHECK/INITIAL ONE of the 3 Items BELOW):

of

1.		No dewatering is anticipated.		
2.		Dewatering is anticipated and existing site conditions allow for groundwater discharge to be maintained on-site through approved dewatering technologies and methods. No discharge shall occur to adjacent properties, water bodies or City Right of Way.		
3.	INITIAL	DEWATERING PERMIT REQUIRED - Dewatering is anticipated and existing site conditions and / or limits of work will require groundwater to be discharged off-site through appropriate and approved methods. All proper permits, including an Engineering <u>DEWATERING PERMIT</u> from the Department of Sustainable Development and other applicable jurisdictions, as necessary, shall be obtained prior to execution of any dewatering activities.		

City of Fort Lauderdale dewatering permit does not constitute approval from any other applicable jurisdiction such as State Health Department, State Department of Environmental Protection, or the Environmental Protection and Growth Management Department. Please be advised a dewatering permit from Broward County Environmental Protection Department (EPD) is required for sites within a ¹/₄ mile of a known contamination site. Please contact the County primary contact via ear@broward.org to obtain a permit requirement determination. County secondary contact call 954 519-1483.

The CONTRACTOR shall hold harmless and indemnify the City, its Officials, and authorized representatives for any damage to adjacent structures, and agree further to pay for damages and all legal or professional costs, fines, etc. for failure to comply with State Law and/or Water Policy and the City of Fort Lauderdale Ordinances as a result of site activities that arise from CONTRACTOR dewatering activities.

JOB ADDR <u>ESS:</u>	
LOT: BLOCK: SUBDIVISION	1:
CITY: STATE: ZIP:	
Contractor Name (Please Printor Type)	Owner Name (Print or Type) - Note: Projects over 1 (one) Acre in size requires filing a Notice of Intent with FDEP.
Contractor Signature	Owner Signature
The foregoing instrument was acknowledged befor notarization, this day of, 202, by (N a (whatever type of corporation).	re me by means of □ physical presence or □ online Name and title of authorized officer) for (Name of corporation),
	Notary Public – State of Florida My Commission Expires:

Page 1 of 1 Approved by: Daniel Rey, Land Development Manager Uncontrolled in hard copy unless otherwise marked





Dear Resident or Contractor,

Welcome to the City of Fort Lauderdale. We're glad you're working in our City. I would like to take this opportunity to help make this a more productive and successful experience for you as well as the neighborhood. As you are aware, construction in our older neighborhoods must be approached carefully as the streets are narrower, families are abundant and the potential for negative impacts are increased. Adherence to the following guidelines will help to ensure that your job progresses and is uninterrupted due to negative impacts on the neighborhood:

- All construction sites are required to provide containers for solid waste and construction debris. These containers/dumpsters should be located on site and not on the swale or City right-of-way.
- No construction debris shall become airborne or cause a nuisance or disruption to the health, safety or welfare of the surrounding neighbors.
- All solid waste and construction debris shall be removed from the site or placed in a suitable container within 24 hours. This 24-hour period may be reduced at the discretion of the city inspector, where it is necessary for the protection of human health, welfare or safety, or to protect the environment.
- Broom cleaning of adjacent streets and sidewalks is required on a daily basis.
- Placement of construction materials or portable sanitation facilities in the city rightof-way **is prohibited**. Please **use common courtesy with placement** of portopotty. (ie. proximity of a neighbor's kitchen window would not be appropriate.)
- Noise is prohibited before 8:00 a.m. and must cease at 7:00 p.m. Jobsite activity is acceptable prior to 8:00 a.m.; however, noise shall not emanate from the site until after 8:00 a.m.
- Parking on the private property of others or blocking of any driveways is prohibited.
- Deliveries of construction materials on large trucks shall be planned and well monitored. Utilize flagmen, as necessary, to ensure the flow of neighborhood traffic is not impeded. All roadway lanes shall remain open at all times unless traffic mitigation plan is approved.

Again, we're glad you're working in our City, but we would be remiss if we did not inform you that on-site inspections by City Building Inspectors and other building officials will occur, as needed, to ensure that the concerns of adjacent property owners regarding construction debris and noise are being properly and timely addressed. Your cooperation in these matters is greatly appreciated

Sincerely,

John T Travers Building Official

Property Owner or Authorized Agent Signature / Date



DEVELOPMENT SERVICES DEPARTMENT – BUILDING



AFFIDAVIT FOR RESIDENTIAL SWIMMING POOL, SPA AND HOT TOB SAFETY ACT

Rev: 2 | Revision Date: 1/19/2023 | I.D. Number: PPPP

Existing Fence/Gate(s) Affidavit for Residential Swimming Pool, Spa and Hot Tub Safety Act Existing Fence Affidavit

I (We) acknowledge that a new swimming pool, spa or hot tub will be constructed or installed at

_____and hereby affirm that the existing fence will be used and (Please Print Job Address)

does meet the requirements of Florida Building Code Section 454.2.17FBC or R4501.17FRC as follows:

- o Sec. 454.2.17.1.12FBC or R4501.17.1.12FRC: The existing fence is located on the perimeter of the pool in the yard area on *the* same property.
- o Sec. 454.2.17.1.1FBC or R4501.17.1.1FRC: The top of the fence is minimum 48 inches above grade measured on the side of the barrier which faces away from the swimming pool.
- o Sec. 454.2.17.1.1FBC or R4501.17.1.1FRC: There is maximum 2-inch clearance between grade and the bottom of fence.
- o Sec. 454.2.17.1.2FBC or R4501.17.1.2FRC: There are no gaps, openings, indentations that allow a child to climb over, under or squeeze through.
- o Sec. 454.2.17.1.4FBC or R4501.17.1.4FRC: The distance between the tops of the horizontal members is less than 45 inches; the horizontal members are on the pool side of the fence; the spacing between the vertical members does not exceed 1-3/4 inches.
- o Sec. 454.2.17.1.5FBC or R4501.17.1.5FRC: The distance between the tops of the horizontal members is 45 inches or more; the spacing between the vertical members does not exceed 4 inches.

Existing GateCsI - Sec. 454.2.17.1.8FBC or R4501.17.1.8FRC

- o Existing gate(s) is self-closing.
- o Existing gate(s) has a self-latching locking device located on pool side of gate(s).
- o The device mechanism is placed so that it cannot be reached by a young child over the top or through any openings or gaps from the outside.
- o The gate(s) swings outward away from the pool.
- o Gate(s) and barrier have no openings greater than Y,, inch within 18 inches of the release mechanism.
- o The device release mechanism is located no less than 54 inches from the bottom of the gate and is not located on pool side of gate.

Owner's Signature and Date	Prime Contractor's Signature and Date
Owner's Name (Please Print)	Prime Contractor's Name (Please Print)
Notary Signature and Date	Notary Signature and Date
Commission Expiration Date	Commission Expiration Date
Notary Seal:	Notary Seal:





NOTICE OF COMMENCEMENT

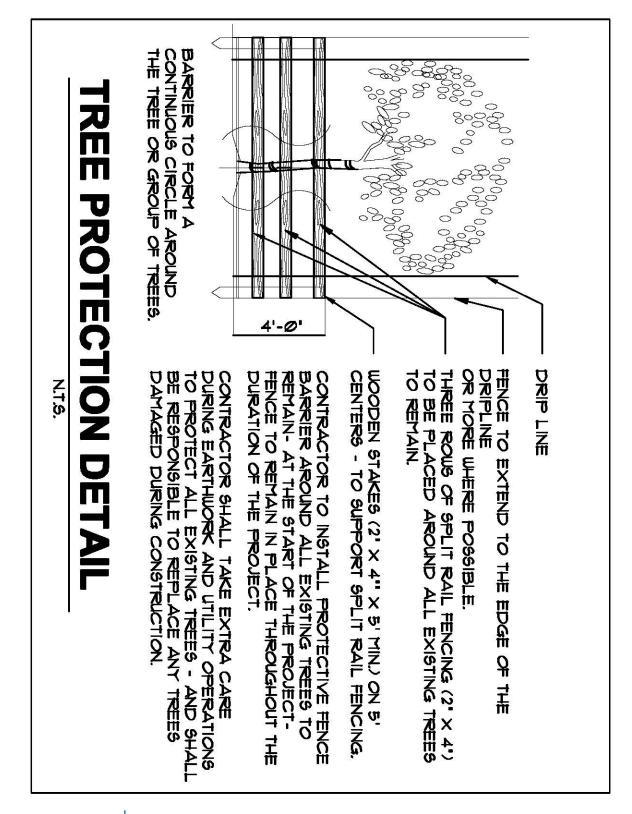
e undersigned hereby given notice that improve apter 713, Florida Statues the following inform					
PERMIT NUMBER:					
. DESCRIPTION OF PROPERTY (Legal	-				
UBDIVISION	BLOCK	TRACT	LOT	BLDG	UNIT
. GENERAL DESCRIPTION OF IMPRO	VEMENT:				
. OWNER INFORMATION: a. Name				_	
o. Address			c. Interest i	in property	
ame and address of fee simple titleholder (i	f other than Owner)				
. CONTRACTOR'S NAME, ADDRESS A					
5. SURETY'S NAME, ADDRESS AND PH	ONE NUMBER AND BOND AM	OUNT:			
5. LENDER'S NAME, ADDRESS AND PH	ONE NUMBER:				
Persons within the State of Florida designate Florida Statutes: NAME, ADDRESS AND PHONE NUMBER:	ed by Owner upon whom notices or o	other documents ma	y be served as prov	ided by Section 71	3.13 (1) (a) 7,
3. In addition to himself or herself, Owner desi NAME, ADDRESS AND PHONE NUMBER:	gnates the following to receive a cop	by of the Lienor's N	otice as provided in	Section 713.13 (1)	(b), Florida Statutes
• Expiration date of notice of commencement	(the expiration date is 1 year from the	he date of recording	unless a different of	late is specified) :	
VARNING TO OWNER: ANY PAYMENTS MADE AYMENTS UNDER CHAPTER 713, PART I, SEC ROPERTY. A NOTICE OF COMMENCEMENT M INANCING, CONSULT WITH YOUR LENDER O	TION 713.13, FLORIDA STATUTES, A UST BE RECORDED AND POSTED O	ND CAN <u>RESULT IN</u> N THE JOB SITE BEF	YOUR PAYING TW FORE THE FIRST IN:	ICE FOR IMPROVE SPECTION. IF YOU	<u>MENTS TO YOUR</u> INTEND TO OBTAIN
ignature of Owner or wner's Authorized Officer/Director/Partner/Man	ager	Print Name an	d Provide Signatory'	's Title/Office	
tate of Florida County of Broward					
he foregoing instrument was acknowledged be	efore me by means of physical pre	esence or online	notarization, this _	day of	20
y	, who is personall	y known or	produced the follow	wing type of identif	ication:
Notary					
				e of Notary Public)	



DEVELOPMENT SERVICES DEPARTMENT- UD&P

TREE PROTECTION DETAIL

Rev: 1 | Revision Date: 4/10/2018 | I.D. Number: TPD





DEVELOPMENT SERVICES DEPARTMENT – Z&L

TREE PERMIT APPLICATION

Rev: 2 | Revision Date: 3/8/2019 | Print Date: 3/8/2019 I.D. Number: TPA

mit Type: Tree Relocation Tree Removal Demolition Renewal Change Contract COMPLETE FORM IN BLACK INK – ONLY SIGNATURES MAY BE IN STANDARD BLUE INK 1. Property Owner's Name:	laster Permit #:S	ub Permit #:
1. Property Owner's Name:	ermit Type:Tree RelocationTree RemovalSpecir	men Tree Removal Demolition Renewal Change Contract
Owner's Address:	COMPLETE FORM IN BLACK INK	- ONLY SIGNATURES MAY BE IN STANDARD BLUE INK
Owner's Address:	1. Property Owner's Name:	
2. Contractor: Certificate of Competency #: Contractor Address: Contractor Phone:	Owner's Address:	City:State:Zip
Certificate of Competency #:	Owner's Phone:()Ow	/ner's Email:
Certificate of Competency #:	2. Contractor:	
Contractor Phone:(
3. Job Address:	Contractor Address:	City:State:Zip
Subdivision:	Contractor Phone:()Cor	ntractor Email:
Subdivision:	3. Job Address:	
Type of Property: Single Family Multi-Family Right-of-Way Non-Residential 4. Engineer:	Subdivision:	Block:Lot:
Engineer Address:	Type of Property: 🗖 Single Family 🛛 Multi-Fan	nily 🗖 Right-of-Way 🗖 Non-Residential
Engineer Address:	4. Engineer:	
Engineer Phone:		
S. Architect:		
Architect Address:		
Architect Phone:(
WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT. Affidavit: Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that all work or installation information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning. Signature of Legal Owner/Agent: Including Contractor with STATE OF FLORIDA - COUNTY OF BROWARD Sworn to (or affirmed) and subscribed before me Signature of Legal Contractor: X Mis day of, 20 by (Type / Print Owner's Name) day of, 20 by (Type / Print Notary's Name) NOTARY'S SIGNATURE as to Owner or Agent's Signature Name & Title (printed) (Type / Print Notary's Name) (Type / Print Notary's Name) Personally Known or Produced ID Type of Identification Produced:		
Signature of Legal Owner/Agent: Including Contractor with notarized statement. Signature of Legal Contractor: X	PAYING TWICE FOR IMPROVEMENTS TO YOUR PROI WITH YOUR LENDER OR AN ATTORNEY BEFORE REC Affidavit: Application is hereby made to obtain a permit to will be performed to meet the standards of all laws regula	PERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT CORDING YOUR NOTICE OF COMMENCEMENT.
X	Signature of Legal Owner/Agent: Including Contractor	with Signature of Legal Contractor:
Sworn to (or affirmed) and subscribed before me Dividing to (or difficulty) and subscribed before me this day of, 20 by this day of, 20 by NOTARY'S SIGNATURE as to Owner or Agent's Signature NOTARY'S SIGNATURE as to Owner or Agent's Signature Name & Title (printed)		
this day of, 20 by this day of, 20 by (Type / Print Owner's Name) (Type / Print Qualifier's Name) NOTARY'S SIGNATURE as to Owner or Agent's Signature NOTARY'S SIGNATURE as to Qualifier's Signature Name & Title (printed) (Type / Print Notary's Name) Personally Known or Produced ID Personally Known or Produced ID		Sworn to (or affirmed) and subscribed before me
this day of, 20 by (Type / Print Owner's Name) (Type / Print Qualifier's Name) (Type / Print Qualifier's Signature Name & Title (printed) (Type / Print Notary's Name) (Type / Print Notary's Name) Personally Known or Produced ID Type of Identification Produced:	Sworn to (or annihed) and subscribed before me	this day of 20 by
Image: Notary's signature (Type / Print Qualifier's Name) Notary's signature Notary's signature Name & Title (printed) (Type / Print Notary's Name) Personally Known or Produced ID Personally Known or Produced ID	this day of, 20 by	y
NOTARY'S SIGNATURE as to Owner or Agent's Signature Name & Title (printed) Name & Title (printed) (Type / Print Notary's Name) Personally Known or Produced ID Personally Known or Produced ID		(Type / Print Qualifier's Name)
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(Type / Print Notary's Name) Personally Known or Produced ID Personally Known or Produced ID Type of Identification Produced:	Name & Title (printed)	Name & Title (printed) (Type / Print Notary's Name)
Type of Identification Troduced.	(Type / Print Notary's Name)	Personally Knownor Produced ID
	-	Type of Identification Produced:

