



**AFFIDAVIT FOR
DUPLICATION
OF PLANS
B-43**

Development Services

Building Division
1635 Faraday Avenue
760-602-2719
www.carlsbadca.gov

Requestor: Please allow 2-3 days for processing time from the date of your request.

Design Professional: On ____/____/____ the City received a request to duplicate building plans of your design, related to:

Address: _____ APN: _____

Name of Development: _____ Permit #: _____

The reason for the request is: _____

In compliance with Health and Safety Code Section 19851, *Inspection and Duplication of Copy of Plans*, this affidavit of permission to duplicate plans must be sent to the certified, licensed, or registered professional of record. This will allow the plans to be duplicated by the requester subject to the following conditions:

- The plans shall be used only for the maintenance, operation, and the use of the building.
- The drawings are instruments of professional service and are incomplete without the interpretation of the certified, licensed, or registered professional of record.
- That subdivision (a) of Section 5536.25 of the Business and Professions Code states that a licensed architect who signs plans, specifications, reports, or documents shall not be responsible for damage caused by subsequent changes to, or use of, those plans, specifications, reports, or documents where the subsequent changes or uses, including changes made by state or local governmental agencies, are not authorized or approved by the licensed architect who originally signed the plans, specifications, reports, or documents provided the architectural service rendered by the architect who signed the plans, specifications, reports, or documents was not also a proximate cause of the damage.

Print Name

Signature of Person Requesting Duplication
(Owner or HOA Representative)

Cell

Email

Signature of Architect or Professional of Record

This affidavit is to be mailed by certified or registered mail to the last known address of the Architect of Record by the City along with a letter from the owner requesting duplication of specific plans held by the City of Carlsbad. The plans may then be duplicated after 30 days if there is not response or if the Architect of Record refused permission after receiving the affidavit.

TO BE COMPLETED BY STAFF ONLY

Date Sent: _____

Staff Initial: _____

Plans requested were not located.