

# CONFIRMATION OF PROFESSIONAL LIABILITY INSURANCE COVERAGE

As per Section 7.3.6 of the City's Construction Regulation Bylaw No. 7390

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- Note:
1. This Confirmation letter must be submitted along with each BC Building Code Schedule A, B-1 and B-2 and before issuance of a building permit. A separate Confirmation letter must be submitted for each registered professional.
  2. This Confirmation letter must be submitted with each BC Building Code Schedule C after completion of the building but before a final inspection is made by the building official. A separate letter must be submitted for each registered professional.
  3. Only an original Confirmation letter, printed by the City of North Vancouver or an unaltered photocopy of this document is to be completed and submitted.

## City of North Vancouver, Community Development Department

### ATTENTION: Manager, Inspections

Re: **Address of Project** (print) \_\_\_\_\_

**Legal Description of Project** (print) \_\_\_\_\_

The undersigned hereby gives assurance that

- (a) I have fulfilled my obligation for insurance coverage as outlined in the City of North Vancouver Construction Regulation Bylaw No. 7390,
- (b) I have enclosed a copy of my certificate of insurance coverage indicating the particulars of such coverage,
- (c) I am a registered professional, and
- (d) I will notify the building official in writing immediately if the undersigned's insurance coverage is reduced or terminated at any time during construction.

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address (print)

\_\_\_\_\_  
Phone

(Affix professional seal here)

(If the registered professional is a member of a firm, complete the following)

I am a member of this firm: \_\_\_\_\_

\_\_\_\_\_  
Name of Firm (print)

\_\_\_\_\_  
Address (print)

\_\_\_\_\_  
City

I sign this letter on behalf of myself and the firm.

Note: This Confirmation letter must be signed by a registered professional. The BC Building Code defines a registered professional as a person who is registered or licensed to practice:

(a) as an architect under the Architects Act, or

(b) as a professional engineer under the Engineers and Geoscientists Act.