



Schedule F Confirmation of Professional Liability Insurance

District of North Vancouver
Building Department - 355 West Queens Rd, North Vancouver, BC V7N 4N5

Questions about this form: Phone: 604-990-2480 or Email: building@dnv.org
Form submission: Submit to address above or Fax: 604-984-9683

COMPLETION: To ensure legibility, please complete (type) online then print. Sign the printed copy and submit to the department and address indicated above.

Building Permit Number

- Note:
1. This letter must be submitted along with each British Columbia Building Code Schedule A, B1 and B2 before issuance of a **building permit**. A separate letter must be submitted for each **registered professional**.
 2. Only an original Schedule printed by the **District of North Vancouver** or an unaltered photocopy of this Schedule is to be completed and submitted.

District of North Vancouver
355 W Queens Rd
North Vancouver, BC V7N 4N5

Attention: Chief Building Official

Dear Sir/Madame:

Re: Address of Project _____

Legal Description of Project _____

I, _____ (The undersigned)

Hereby gives assurance that:

- (a) I have fulfilled my obligation for insurance coverage as outlined in the District of North Vancouver Building Regulation Bylaw 2003,
- (b) I have enclosed a copy of my certificate of insurance coverage indicating the particulars of such coverage,
- (c) I am a **registered professional** as defined in the Building Regulation Bylaw 2003, and
- (d) I will notify the building inspector in writing immediately if the undersigned's insurance coverage is reduced or terminated at any time during construction.

Schedule F – Confirmation of Professional Liability Insurance

Name

Signed

Date

Address

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

Address

City

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

*Note: The above letter must be signed by a **registered professional**. The District of North Vancouver Building Regulation Bylaw defines a **registered professional** to mean 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.*

The personal information collected on this form is done so pursuant to the Community Charter and/or the Local Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The personal information collected herein will be used only for the purpose of processing this application or request and for no other purpose unless its release is authorized by its owner, the information is part of a record series commonly available to the public, or is compelled by a Court or an agent duly authorized under another Act. Further information may be obtained by speaking with The District of North Vancouver's Manager of Administrative Services at 604-990-2207 or at 355 W Queens Road, North Vancouver.