



City of Pompano Beach  
Department of Development Services  
Building Inspections Division



100 W. Atlantic Blvd Pompano Beach, FL 33060  
Phone: 954.786.4670 Fax: 954.786.4677

## Electronic Signature Affidavit

The undersigned hereby certifies that he will act only for himself or that he is legally qualified to act on behalf of the business organization sought to be certified in all matters connected with its engineering / architect / contracting / land surveying business as stated in Florida Statute 481.221 and 472.025.

**Authorization.** The Undersigned architect, engineer, or contractor (“Undersigned”) understands that (s)he is authorizing Pompano Beach through its Building Inspections Division to accept documents electronically using the seal and signature appearing below. Upon receiving any documents authorized by the seal and signature below, Pompano Beach will assume that the documents were sent by the Undersigned. It is the Undersigned’s obligation to maintain its information in a secure environment to ensure that all documents electronically submitted are in fact submitted by the Undersigned.

**Suspension/Termination.** If the Undersigned believes the security of the digital signature has been compromised or simply wishes to terminate the use of the electronic signature, (s)he must file a written notice of suspension/termination with the Digital Records Custodian, Building Inspections Division, 100 West Atlantic Blvd. Pompano Beach, Florida 33060. Within 15 days after the receipt of the notice of suspension/termination, Pompano Beach will suspend and/or terminate this authorization for the electronic submission of documents based upon the Undersigned’s written notice. If the Undersigned believes the digital signature has been compromised, Pompano Beach Building Inspections Division will take the necessary steps to help the Undersigned determine which documents were submitted improperly and may attempt to stop work authorized by a security compromise. Pompano Beach does not have an obligation to stop any work completed in the Undersigned’s name pursuant to a security compromise or to take any action against the person/entity that improperly used the Undersigned’s electronic seal and signature. The Undersigned, not Pompano Beach, will ultimately be responsible for protecting its interests if a security compromise occurs. If Pompano Beach takes any action to force a third party who has improperly used the Undersigned’s electronic signature and seal to stop work associated with the improper use of the seal/signature, then the Undersigned agrees to indemnify Pompano Beach for all expenses, costs, and fees associated with that action including court costs and attorney’s fees.

With good cause and without notice, Pompano Beach, at its discretion may temporarily suspend or terminate the Undersigned’s authorization to electronically submit documents.

**Liability Resulting from Use.** The Undersigned understands and agrees that Pompano Beach, it’s officers, agents, and employees will not be liable for any damages, harm, or injury that result from the use of the electronic seal or signature regardless of how the harm, damage, or injury occurred. If any dispute arises from the use of an electronic seal or signature, that matter may be resolved by a court of law. Nothing within this provision is intended to waive or enlarge the provisions of F.S. 768.28.

**DRC**



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**Governing Law.** The Undersigned understands that the electronic signing and sealing of documents is governed by Florida law, specifically but not limited to Florida Statute Section 481.221 and 472.025, The Electronic Signature Act of 1996 (F.S. 668.01-668.006) and Florida Administrative Code sections 61G1-16.005 and 61G15-23.003. Pompano Beach has attempted to create an electronic signature process in compliance with Florida law but shall not be liable in any manner for any violations of professional licensure regulations. It is the Undersigned's responsibility to ensure compliance with all laws, regulations, and ordinances that govern his/her professional license.

By signing this document, you are not only agreeing to the foregoing but certifying that: Any willful falsification of any information contained herein is grounds for disqualification.

\_\_\_\_\_  
**APPLICANT NAME (Please print)**

\_\_\_\_\_  
**NAME OF COMPANY**

PLACE APPLICANTS  
RAISED OR  
WET SEAL  
HERE WITH  
SIGNATURE

\_\_\_\_\_  
**ELECTRONIC SIGNATURE WITH CERTIFICATION  
NUMBER VISABLE (PE / AA ect.)**

\_\_\_\_\_  
**ELECTRONIC SIGNATURE SERIAL NUMBER**

\_\_\_\_\_  
**POMPAÑO BEACH APPLICATION NUMBER**

**DRC**